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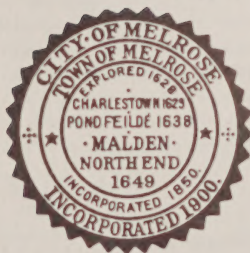


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CITY OF MELROSE
MASSACHUSETTS

Annual Reports

1963



PUBLISHED IN ACCORDANCE WITH ORDER
NO. 14618 OF THE BOARD OF ALDERMEN
UNDER THE DIRECTION OF THE
CITY CLERK AND THE SPECIAL
COMMITTEE ON EDITING
THE CITY REPORT

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GOVERNMENT OF THE CITY OF MELROSE

Mayor

LAWRENCE W. LLOYD
169 Laurel Street

PRESIDENT OF THE BOARD OF ALDERMEN

Arthur E. Flint
64 Stratford Road

CITY CLERK

Raymond H. Greenlaw
5 Taylor Street

ALDERMEN-AT-LARGE

Francis H. Carr, Jr., 57 Maple Road
Clifford A. Somerville, 321 West Emerson Street
(elected to fill vacancy caused by death of Gardner B. Wardwell)
Paul S. Vaites, Jr., 97 Larchmont Road
Philip L. Wadland, 97 Whitman Avenue
Gardner B. Wardwell, 15 Chestnut Street
(Died October 4, 1963)

WARD ALDERMEN

1. Robert P. Russell, 783 Franklin Street
2. J. Henry Otis, 37 Lovell Road
3. Thomas F. Sullivan, 10 Martin Street
4. Arthur E. Flint, 64 Stratford Road
5. Richard H. McIntosh, 86 Derby Road
6. Robert E. Hayes, 53 East Foster Street
7. Ralph W. Rutenberg, 105 Whitman Avenue

Standing Committees
of
Board of Aldermen
1963

APPROPRIATIONS

Gardner B. Wardwell, Chairman
Robert E. Hayes, Vice-Chairman
Robert P. Russell, Vice-Chairman
Aldermen Vaitses, Carr, Wadland, Otis,
Rautenberg, McIntosh and Sullivan

FINANCE

Paul S. Vaitses, Jr., Chairman
Aldermen Hayes, Carr, Sullivan,
and Otis

HIGHWAYS

Francis H. Carr, Jr., Chairman
Aldermen Sullivan, Hayes, Otis
and Vaitses

PROTECTION AND LICENSE

Richard H. McIntosh, Chairman
Aldermen Russell, Wadland, Wardwell
and Rautenberg

PUBLIC SERVICE

Philip L. Wadland, Chairman
Aldermen Wardwell, Russell, Rautenberg
and McIntosh

CLERK OF COMMITTEES

Robert S. Love

15 Sewall Woods Road

CITY OFFICERS AND OFFICE HOURS

Acting under the authority of Section one hundred and ten A of Chapter forty-one of the General Laws, inserted therein by Chapter two hundred and sixty-five of the Acts of nineteen hundred and forty-seven, the offices hereinafter named shall be open to the public for the transaction of business from 8 A.M. to 4.30 P.M. daily except Saturdays, Sundays, and legal holidays.

The offices of the city clerk, city collector, engineer and superintendent of public works, board of assessors, board of health, board of public welfare, city treasurer, city auditor, building commissioner and veterans' services.

Except during the months of July and August and on legal holidays, the aforesaid offices shall be open on the first and third Mondays of every month from 7 P.M. to 9 P.M. and on all other Monday evenings from 7 P.M. to 8 P.M. (Revised Ordinances, Chapter 2, Section 2-3.)

CITY OFFICERS

BOARD OF APPEAL

W. Jarvis Lowe, Chairman	Term expires 1967
Harry M. Brettell	Term expires 1966
Melvin R. Jenney	Term expires 1967
Frank E. Perham	Term expires 1966
E. Franklin Reed	Term expires 1964
Edwin H. King, Clerk	

ASSESSORS

Lewis C. Hennigar, Chairman	Resigned
W. Jarvis Lowe	Term expires 1964
Frank B. McLaughlin	Term expires 1965
Howard R. True	Term expires 1966
Lawrence E. Lovejoy, Executive Secretary and Director of Assessments	

BUILDING DEPARTMENT

Building Commissioner

Francis A. Zins

Plumbing and Gas Inspector
Everett G. Dow

CEMETERY COMMITTEE

Joseph Casey, Chairman
Warren B. Jennings A. Ernest Walters
Howard O. Milton, Superintendent

CITY AUDITOR

Arthur M. Goddard

CITY CLERK DEPARTMENT

City Clerk
Raymond H. Greenlaw
Assistant City Clerk
Paul J. Barter

CITY PHYSICIAN

Vacant

CITY SOLICITOR

Thomas J. McArdle

CITY TREASURER AND COLLECTOR

Stanley G. Bunker
(Died Aug. 27, 1963)
John S. Strong

CIVIL DEFENSE DEPARTMENT

Robert R. Wilson, Director

CONSTABLES

Robert A. Lloyd Robert T. Lloyd
Guy A. Storer

CONTRIBUTORY RETIREMENT BOARD

Arthur M. Goddard, Chairman	Statutory
Robert L. Hutchinson	Term expires 1964
Walter Jones	Term expires 1965

DOG OFFICER

Dr. I. Lawrence Halpert

ENGINEER AND SUPERINTENDENT OF
PUBLIC WORKS

George R. Winters

FENCE VIEWERS

Clyde O. Bailey Robert R. Wilson

FIRE DEPARTMENT

Chief

Sidney C. Field

Deputy Chief

Office Vacant

Fire Warden

Sidney C. Field

HEALTH DEPARTMENT

Board of Health

Dr. John G. Goulding, Chairman Term expires 1966

Lawrence E. Simpson Term expires 1964

Paul E. Troy Term expires 1965

Helen F. Adams, Agent

Sanitary Inspector

John J. Devine

Schools Physicians

Dr. John S. Graf

Dr. Thomas M. Hearne

Dr. Richard H. Watson

INSPECTOR OF ANIMALS AND SLAUGHTERING

Cornelius Thibeault, D.V.S.

INSPECTOR OF WIRES

Stanley A. Riggs

MAYOR'S SECRETARY

Blanche E. Nickerson

TRUSTEES OF MEMORIAL BUILDING

Joseph T. Cefalo, Chairman Term expires 1964

Dr. Harold L. Margeson Term expires 1965

Clifford Somerville Term expires 1966

Arvid F. Moberger Term expires 1966

Errol H. Twitchell Term expires 1964

Philip B. Harding, Secretary

PARK COMMISSION

John T. Brady, Chairman	Term expires 1965
John H. Kelly	Term expires 1968
Edgar A. Perry	Term expires 1967
Harold W. Poole	Term expires 1966
Kenneth G. Swindell	Term expires 1964
Sidney C. Field, Jr., Superintendent	
Elburt P. Fletcher, Recreation Director	

PERSONNEL BOARD

Nicholas P. Flynn, Chairman	Term expires 1965
Raymond E. Campbell	Term expires 1965
Kenneth I. Faulkner	Term expires 1964
James J. Fitzpatrick	Term expires 1966
William C. Huntress, Jr.	Term expires 1966
E. Gertrude Gilbert, Secretary	

TRUSTEES OF PINE BANKS PARK

Parker Converse, President
Eaton H. Perkins, Vice-President
Charles F. Kezer, Secretary
Dana F. Batting, Treasurer
Allen Stevens
Walter J. Kelliher (Mayor of Malden)
Lawrence W. Lloyd (Mayor of Melrose)
George F. Cray, Superintendent

PLANNING BOARD

Claude L. Hanley, Chairman	Term expires 1966
Robert A. Pustell, Vice-Chairman	Term expires 1968
Anna T. Wuest, Clerk	Term expires 1964
Philip J. Burne	Term expires 1964
LeRoy E. Christie	Term expires 1967
Donald L. Conn	Term expires 1966
Merion E. Hartzell	Term expires 1968
John H. Lane	Term expires 1965
Paul H. Messer	Term expires 1965
Lillian V. Macdonald, Executive Secretary	

POLICE DEPARTMENT

Chief
Robert T. Lloyd

PROPERTY VALUATION BOARD

Stanley G. Bunker, Chairman
(Died Aug. 27, 1963)
John S. Strong, Chairman
Francis A. Zins, Clerk
Howard R. True

TRUSTEES OF PUBLIC LIBRARY

Edwin W. Lundquist, Chairman	Term expires 1965
Richard L. Hildreth	Term expires 1964
Elizabeth C. Hayes	Term expires 1965
Elisabeth M. Perkins	Term expires 1964
Ernest F. Perkins, Jr.	Term expires 1966
Howard B. Wilder	Term expires 1966
Helen Anderson, Librarian	

BOARD OF PUBLIC WELFARE

William J. Neely, Chairman	Term expires 1966
Woodbury L. Cogswell	Term expires 1965
Gertrude M. Curtin	Term expires 1964
Charles F. Kezer	Term expires 1964
Eileen B. Murphy	Term expires 1966
Mary J. Melville, Agent	

REGISTRARS OF VOTERS BOARD MEMBERS

John F. Flynn, Chairman	Term expires 1964
John F. O'Neil	Term expires 1965
Paul H. Provandie, II	Term expires 1966
Raymond H. Greenlaw, Clerk	Ex-officio

ASSISTANT REGISTRARS OF VOTERS

Elizabeth A. Bailey	Ora E. Lovejoy
Barbara V. Cleveland	Doris M. Macy
Vivian R. Denning	Mary A. McHatton
Helena E. Dolaher	Mary M. McSweeney
Mary E. Galvin	Frances M. O'Connell
Margaret M. Garvey	Judith Perry
Patricia A. Hoyle	Barbara B. Pulsford
George W. Jepson, Jr.	Marjorie S. Washburn

SCHOOL DEPARTMENT

School Committee Members

Wilbur H. Burnham, Jr., Chairman	Term expires 1964
Randall E. Webber, Vice-Chairman	Term expires 1966
Ann D. Carter, Corr. Secretary	Term expires 1966
Don G. Allen	Term expires 1964
Joel M. Johnson	Term expires 1964
Carol F. Offenbach	Term expires 1966
Richard H. Pierce	Term expires 1966
Roger C. Pierce	Term expires 1964
Ronald H. Winde, Jr.	Term expires 1964

Superintendent of Schools

Harold T. Rand

SEALER OF WEIGHTS AND MEASURES

Ralph E. Laffoley

VETERANS' SERVICES

Veterans' Agent

Robert J. Mulrenan

Inspector of Veterans' Graves

Henry F. Weiler

Advisory Board of Veterans' Services

Frank C. Gardner

Richard H. McIntosh

Harold W. Poole

WORKMEN'S COMPENSATION AGENT

Philip B. Harding

REPORT OF BOARD OF APPEAL

To His Honor, the Mayor, and the
Honorable Board of Alderman
City of Melrose, Mass.

Gentlemen:

The Board of Appeal submits, herewith, its
annual report for the year 1963.

The annual organization meeting of the Board was held on January 23, 1963, at which time Mr. W. Jarvis Lowe was re-elected chairman of the Board for the seventh successive year, and Mr. Edwin H. King was elected secretary for the year 1963. The other members of the Board are Mr. Melvin S. Jenney, attorney, who has been serving on the Board since 1947; Mr. E. Franklin Reed, a member since 1955; Mr. Harry Brettell, the builder; Mr. Frank E. Perham, the architect. The year of 1963 was one of the Board's most active, and most important. A total of twenty-six cases were heard, some of which had as many as three adjourned hearings, thus making a work load for the members far greater than of any previous year. The decisions of the Board have become greater and greater in importance, since many of the variances now considered may often have a monetary value of close to the million mark.

The following list of the variances granted will show the variety of categories considered by the Board:

(a) Apartments	3
(b) Two family conversions	2
(c) Subdivisions	1
(d) Nursing homes	3
(e) Business variances	8
(f) Business signs	2
Total	<u>19</u>

A summary of the cases heard and decisions rendered follows:

Appeals granted	19
Appeals denied	6
Appeals adjourned to 1964	1
Total	<u>26</u>

Respectfully submitted,

BOARD OF APPEAL

BY Edwin H. King
Secretary

REPORT OF BOARD OF ASSESSORS

To His Honor, the Mayor and
The Honorable Board of Aldermen

Gentlemen:

The Board of Assessors respectfully submits the following report of the Assessing Department for the year ending December 31, 1963:

Taxable Valuation of the City:		
Real Estate	\$ 51,181,600.00	
Personal Property	<u>3,913,400.00</u>	
Total		\$ <u>55,095,000.00</u>

Tax Rate \$ 82.00 per \$ 1,000.00

BUDGET

City Appropriations:

To be included in the Tax Levy	\$ 5,640,665.96	
From Available Funds	<u>808,237.25</u>	
Total Appropriations		\$ 6,448,903.21

State Assessments - 1963 Estimates:

Audit of Municipal Accounts	\$ 5,406.50	
Examination of Retirement System	187.20	
Air Pollution Control	801.24	
Metropolitan Parks	72,460.39	
Metropolitan Sewerage	182,676.99	
Metropolitan Water	88,830.24	
Health Insurance	<u>11,936.70</u>	
Total 1963 State Estimates		362,299.26

County Assessments - 1963 Estimates:

County Tax	\$ 201,686.80	
Tuberculosis Hospital	<u>50,940.28</u>	
Total 1963 County Estimates		252,627.08

Contributory Retirement	119,390.00
-------------------------	------------

Overlay Deficit - 1960	87.84
------------------------	-------

Overlay Deficit - 1962	5,128.72
------------------------	----------

Overlay - 1963	<u>108,553.23</u>
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TOTAL - ALL APPROPRIATIONS AND ASSESSMENTS	\$ <u><u>7,296,989.34</u></u>
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REPORT OF BOARD OF ASSESSORS

RECAPITULATION OF 1963 TAX RATE

LESS DEDUCTIONS

Estimated Receipts - City - 1963:

Motor Vehicle & Trailer Excise	\$ 582,715.00
Licenses	7,407.40
Fines	2,774.78
Special Assessments	50,424.58
General Government	14,827.74
Protection of Persons & Property	6,405.23
Health & Sanitation	11,424.86
Highways	2,698.43
Charities	41,130.25
Old Age Assistance	145,086.41
Veteran's Services	20,933.47
Schools	22,653.02
Libraries	1.00
Recreation	3,657.72
Public Service Enterprises	244,758.97
Cemeteries	17,041.81
Interest on Taxes	15,340.37
Interest on Deposits	6,464.56
State Assistance for School Construction	32,532.49
Farm Animal Excise	14.88

TOTAL - 1963 ESTIMATED CITY RECEIPTS

\$ 1,229,292.97

Estimated State Receipts - 1963:

Income Tax	\$ 393,153.61
Corporation Tax	248,746.15
Old Age Meal Tax	13,370.92

TOTAL - 1963 ESTIMATED STATE RECEIPTS

655,270.68

Estimated Receipts - 1962 State Overestimates:

Metropolitan Parks	3,119.98
Metropolitan Sewerage	13,090.21
Air Pollution Control	40.27

TOTAL - 1962 STATE OVERESTIMATES

16,250.46

Estimated Receipts - 1962 County Tax Overestimate

1,239.70

Available Funds (Includes \$50,940.28 to reduce tax rate) 859,177.53

TOTAL - ALL DEDUCTIONS

\$ 2,761,231.34

AMOUNT TO BE RAISED BY TAXATION

\$ 4,535,758.00

HOW RAISED

Polls 8984 @ 2.00	\$ 17,968.00
Personal Property 3,913,400 @ 82.00 per M	320,898.80
Real Estate 51,181,600 @ 82.00 per M	<u>4,196,891.20</u>

TOTAL RAISED

\$ 4,535,758.00

REPORT OF BOARD OF ASSESSORS

Number of Persons, Partnerships and Corporations assessed	7,402
Number of Persons assessed for Poll Tax	8,984
Number of Motor Vehicle Excises levied	14,988
Number of Horses assessed upon	0
Number of Dwellings assessed upon	7,171

VALUATION OF EXEMPTED PROPERTY

	<u>PERSONAL</u>	<u>REAL ESTATE</u>
City Property Publicly Used	\$ 410,200.00	\$ 7,000,050.00
City Property Not So Used		61,825.00
Benevolent Institutions	265,000.00	1,310,300.00
Cemeteries	500.00	23,400.00
Charitable Institutions	5,500.00	70,900.00
Houses of Religious Worship	39,500.00	1,836,000.00
Literary Institutions	11,500.00	183,900.00
Organizations of War Veterans	3,000.00	62,100.00
Parsonages		113,900.00
Commonwealth of Massachusetts		234,400.00
	<u>\$ 735,200.00</u>	<u>\$10,896,775.00</u>

The following additional assessments were committed:

Motor Vehicle Excise (14,988) \$ 623,039.08

Farm Animal Excise (1) 9.77

Apportioned Sewer Assessments	\$ 10,571.22	
" Sidewalk "	1,994.42	
" Street "	17,218.00	
" Water "	134.00	
" Water Liens	12,845.42	
" Committed Interest	<u>14,623.52</u>	
		57,386.58

Unapportioned Sewer Assessments	\$ 2,763.00	
" Sidewalk "	1,653.36	
" Street "	<u>51,392.79</u>	
		55,809.15

Additional Polls (15) 30.00

Recovered from Estates of Deceased Persons (1) 555.76

During the year 32,493 Items were committed to the Collector.

Respectfully submitted:

Frank B. McLaughlin
Wayward L. Lyles
Harriet L. Lyles

ADDENDUM

Year	Census	Dwell-ings	Polls	Value Buildings	Value Land	Total Val. Real Estate	Value Personal Estate	Total Valuation	Rate per \$1 000	City Appropriation	Sewer-age Tax	Other State Levies	State Tax	County Tax	Overlay	Total Tax Levy	Year
1943	26,649	5,887	8,838	28,698,600	7,931,900	36,630,500	2,729,200	39,359,700	28.40	1,385,174.55 } † 79,284.55 }	31,938.34	64,856.13	30,450.00	43,324.31 } 10,571.89 }	17,553.72	1,661,153.49 } * 527,662.01 }	1943
1944	27,412	5,885	9,195	28,624,500	8,035,950	36,660,450	2,715,900	39,376,350	29.60	1,402,782.15 } † 199,898.08 }	29,159.69	80,378.72	76,351.00	51,223.86 } 12,302.59 }	18,051.80	1,870,147.89 } * 686,339.93 }	1944
1945	27,971	5,881	9,329	28,671,500	7,909,800	36,581,300	2,806,050	39,387,350	29.60	1,499,942.80 } † 191,089.38 }	29,762.25	71,522.56	42,908.00	53,313.34 } 12,375.71 }	16,286.28 } 250.00 }	1,867,450.25 } * 682,926.69 }	1945
1946	27,938	5,880	9,324	28,702,200	7,908,350	36,610,550	2,913,000	39,423,550	31.60	1,560,615.98 } † 182,790.95 }	34,052.28	39,113.24	31,600.00	62,376.97 } 10,001.77 }	17,480.45 } 312.40 }	1,938,344.04 } * 673,981.86 }	1946
1947	27,761	5,901	9,089	28,973,700	7,916,800	36,890,500	3,093,950	39,984,450	36.00	1,863,980.44 } † 257,748.14 }	43,122.85	43,305.96	31,600.00	76,511.38 } 14,344.76 }	15,772.18 } 94.00 }	2,346,479.71 } * 888,909.51 }	1947
1948	27,754	5,977	9,015	29,736,800	7,961,800	37,698,600	3,365,750	41,064,350	42.00	2,336,368.14 } † 553,127.10 }	47,646.33	42,435.28	0.00	68,879.51 } 14,344.76 }	18,248.39 } 1,153.11 }	2,982,202.62 } * 1,239,469.92 }	1948
1949	27,928	6,076	9,015	30,599,200	8,041,750	38,640,950	3,630,800	42,271,750	42.00	2,275,091.66 } † 505,779.95 }	50,536.79	53,625.77	0.00	86,952.17 } 19,326.54 }	25,008.40 } 625.80 }	3,016,947.08 } * 1,223,503.58 }	1949
1950	27,973	6,156	8,981	31,168,500	8,079,400	39,247,900	3,360,600	42,608,500	42.00	2,453,410.37 } † 1425,385.17 }	61,381.35	65,614.32	0.00	114,034.08 } 21,887.19 }	25,000.00 } 529.67 }	3,167,245.15 } * 1,359,726.15 }	1950
1951	28,226	6,279	9,019	31,996,700	8,149,350	40,146,050	3,554,250	43,700,300	46.00	2,796,487.39 } † 200,763.66 }	60,072.82	54,809.67	0.00	98,478.29 } 28,422.61 }	27,000.00 } 8.40 }	3,266,122.79 } * 1,237,870.99 }	1951
1952	28,313	6,409	9,021	32,242,450	8,234,300	41,476,500	3,219,150	44,695,900	53.80	3,079,186.82 } † 277,726.82 }	54,215.99	80,488.60	0.00	123,755.80 } † 33,788.56 }	35,450.43 } 2,061.83 }	3,686,674.40 } * 1,263,992.98 }	1952
1953	28,335	6,506	8,981	34,482,100	8,335,050	42,817,150	3,243,400	46,050,550	52.80	3,128,765.89 } † 1462,019.15 }	59,101.92	67,226.70	0.00	108,738.00 } 19,235.21 }	42,223.07 } 4,559.03 }	3,911,868.97 } * 1,461,909.93 }	1953
1954	28,538	6,556	8,942	35,242,950	8,345,150	43,588,100	3,342,400	46,920,500	54.40	3,384,078.17 } † 228,380.89 }	51,220.61	98,098.80	0.00	109,487.12 } 34,862.71 }	41,385.08 } 521.83 }	3,948,036.76 } * 1,377,677.56 }	1954
1955	29,239	6,720	9,031	36,344,450	8,398,200	44,742,650	3,358,200	48,100,850	55.40	3,489,274.98 } † 280,787.04 } H 85,661.95 }	55,468.84	94,415.14	0.00	108,479.00 } 32,504.32 }	52,012.81 } 5,432.79 }	4,204,036.87 } * 1,521,187.78 }	1955
1956	29,304	6,830	8,970	37,211,050	8,431,750	45,642,800	3,392,650	49,035,450	58.00	3,702,814.17 } † 1,097,855.28 } H 10,725.90 }	65,638.60	106,843.07	0.00	137,666.91 } 30,757.95 }	56,604.91 } 1,327.16 }	5,213,243.95 } * 2,351,247.85 }	1956
1957	29,713	6,910	9,005	38,144,600	8,163,200	46,757,800	3,584,400	50,342,200	59.80	3,933,387.92 } † 474,735.70 }	75,344.24	108,453.50	0.00	137,917.14 } 32,206.14 }	64,641.21 } 145.80 }	4,826,831.65 } * 1,798,356.09 }	1957
1958	29,933	6,973	8,976	38,825,900	8,659,700	47,485,600	3,608,700	51,094,300	63.60	4,593,888.95 } † 105,919.85 }	105,919.85	105,753.93	0.00	166,073.93 } 28,849.77 }	71,190.17 } 1,467.23 }	5,073,143.83 } * 1,805,594.35 }	1958
1959	30,238	6,990	8,925	39,332,800	8,702,600	48,035,400	3,675,750	51,711,150	66.30	4,518,908.36 } † 434,424.92 }	118,269.79	104,559.08	0.00	160,225.49 } 38,962.00 }	78,089.90 } 262.00 }	5,453,701.54 } * 2,007,402.29 }	1959
1960	30,570	7,050	8,944	40,020,000	8,741,600	48,761,600	3,719,900	52,481,500	69.80	4,765,217.70 } † 343,080.13 }	62,853.60	109,161.26	0.00	170,918.33 } 35,850.85 }	87,871.47 } 2,787.10 }	5,577,740.44 } * 1,896,643.74 }	1960
1961	30,695	7,095	8,914	40,781,600	8,756,300	49,537,900	3,791,900	53,329,800	71.40	5,028,175.41 } † 296,372.68 }	71,492.06	128,686.39	0.00	206,036.44 } 41,685.23 }	98,556.38 } 4,486.37 }	5,875,490.96 } * 2,049,915.24 }	1961
1962	31,129	7,140	8,959	41,836,500	8,844,100	50,680,600	3,868,600	54,549,200	75.80	5,326,097.12 } † 260,656.19 }	267,222.10	140,845.14	0.00	188,372.17 } 44,031.14 }	95,119.23 } 2,308.52 }	6,324,651.61 } * 2,171,904.25 }	1962
1963	31,374	7,171	8,984	42,296,200	8,885,400	51,181,600	3,913,400	55,095,000	82.00	5,760,055.96 } † 808,737.25 }	182,676.99	179,622.27	0.00	201,686.80 } 50,940.28 }	108,553.23 } 5,215.56 }	7,297,489.34 } * 2,761,731.34 }	1963

† from Available Funds

* Receipts

REPORT OF BOARD OF HEALTH

ANNUAL REPORT
OF THE
BOARD OF HEALTH

of the

CITY OF MELROSE

for the

Year Ending December 31st.
1963

Organization of Board
Dr. John G. Goulding, Chairman
Paul E. Troy, Atty., Lawrence E. Simpson, Members
Helen F. Adams, Agent

School Physicians
Thomas M. Hearne, M.D.
John S. Graf, M.D. Richard H. Watson, M.D.

Public Health Nurses
Margaret M. Crowson, P.H.N., Supervisor
Jane H. Lord, P.H.N., Katherine Hatheway, P.H.N.
Marjorie L. Martell, P.H.N.

Dentist
Ezra J. Kennison, D.M.D.

Dental Hygienist
Mabel D. Burbine

Inspectors
Sanitary John J. Devine
Animals Cornelius Thibeault, D.V.S.

REPORT OF BOARD OF HEALTH

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

We submit herewith a report of the activities of the Health Department and a summary of the health conditions of the city for the year ending December 31, 1963.

PERSONNEL -

Dr. John G. Goulding was reappointed to the Board of Health for another three year term. The membership remained the same.

August 31, 1963, Miss Mary Petkauskos resigned the position of Supervising Public Health Nurse to accept a teaching position with Boston University. We were fortunate in securing an experienced capable replacement, Miss Margaret Crowson, R.N., B.S., Ed.M.

GENERAL HEALTH -

Melrose enjoyed another year of generally excellent community health in 1963. There were no epidemics and no natural disasters.

Death came to 336 Melrose citizens, a loss that was in one sense compensated by 453 births. 25 of these births were premature. 8 of the 9 deaths in infants under 1 year of age in 1963 were from this premature group.

SCHOOL HEALTH -

The Health Department as usual, provided health services to 12 public elementary and 2 parochial schools. These included daily nursing attendance and annual physical examinations of the children.

The services of our school dental clinic are detailed elsewhere in this report by Dr. Ezra J. Kennison.

COMMUNICABLE DISEASES -

1963 may well have marked the end of poliomyelitis as a major public health problem. The Melrose Health Department finished its program of administering the Sabin Oral Vaccine to all children under 19 years of age and offered this to all adult citizens as well. Several thousands took advantage of this opportunity. We were very grateful to the Melrose Red Cross, Numerous Volunteers, the Highlands Congregational Church, the Melrose Y.M.C.A., the Mass. National Guard and the School Department for their valuable assistance in performing this important work.

Other communicable diseases occurred at normal or below normal levels of incidence.

REPORT OF BOARD OF HEALTH

COMMUNICABLE DISEASES (Cont'd.)

Tuberculosis - Our tuberculosis control program is based upon case finding, hospitalization of infectious cases and follow-up of all known cases not in a hospital. While the general public no longer regards tuberculosis as a major problem, the disease had not been eradicated. New cases continue to appear. There were 2 new active cases and 1 death due to tuberculosis among Melrose residents during 1963.

Measles - 120 cases were reported during 1963.

Rabies - No cases were reported (283 dogs were inoculated in 1963 by Dr. Cornelius Thibeault, Animal Inspector in city clinic).

Scarlet Fever - 12 cases reported.

German Measles - 504 cases in 1963 as compared to 20 cases in 1962.

ENVIRONMENTAL SANITATION -

All routine inspection programs covering eating and drinking establishments, food stores, bakeries and other food establishments, lodging houses, convalescent homes, day care agencies and the milk and ice cream samples for laboratory examination. All complaints regarding housing, insect and rodent control and nuisances in general were investigated and action taken for correction. Results of these inspections are given elsewhere in this report.

The mosquito problem was minimal and the usual routine control measures were carried out.

RECOMMENDATIONS -

1. An office for the Sanitary Inspector.
2. A properly equipped room for the well baby and immunization clinics is also a need.
3. A tuberculosis detection program in our schools to secure early case finding.
4. Fluoridation of Melrose water supply.

As they have in the past, all branches of the Melrose City Government rendered to this department cooperation and assistance that made our work much more effective. To them all we express our gratitude.

Respectfully submitted,

.....*John G. Goulding*..... Board of
.....*Lawrence E. Simpson*..... Health of
.....*Paul E. May*..... Melrose

REPORT OF BOARD OF HEALTH

TABLE I
FINANCIAL STATEMENT

	Totals 1963	Totals 1962
Total Appropriation.....	\$69,905.00	\$57,570.08
<u>EXPENDITURES</u>		
Salaries and Wages.....	\$39,892.59	\$37,219.00
Other Expenses.....	\$ 2,495.17	\$ 2,684.08
Telephone.....	\$ 265.67	\$ 276.22
Car Allowance-Public Health Work.....	1,687.00	1,697.00
Printing.....	289.51	278.62
Postage and Express.....	35.00	27.52
Office Supplies.....	145.99	139.08
Sundries.....	72.00	63.14
New Furniture.....	.	202.50
Tuberculosis.....	\$ 1,555.20	\$ 1,540.50
Quarantine & Contagious Disease.....	\$ 188.30	\$ 405.65
Dental Clinic.....	\$ 7,817.31	\$ 7,656.71
Salaries and Wages.....	\$6,889.10	\$6,678.00
Administrative Expense.....	928.21	978.71
Care of Premature Infants.....	\$ 276.00	\$
Immunization of Dogs.....	\$ 327.20	\$ 346.00
Transportation to Forsyth Dental Clinic.....	\$ 681.50	\$ 634.50
Polio Clinic.....	\$ 1,231.90	\$ 130.00
Mosquito Suppression.....	\$ 1,998.60	\$ 2,055.92
Out of State Travel.....	\$.	\$ 38.14
Control and Extermination of Rats.....	\$ 345.00	\$ 425.00
Children's Mental Health Center.....	\$ 3,000.00	\$ 1,272.44
Total Expenditures.....	\$59,808.70	\$54,407.94
Revenues of Board of Health*.....	\$ 3,727.67	\$ 1,261.66
Licenses.....	\$ 181.50	\$ 179.00
Reimbursements.....	1,095.45	814.16
Dog Clinic.....	212.25	268.50
Adult Polio Clinic.....	2,238.47	

*Not available for use

REPORT OF BOARD OF HEALTH

TABLE II

DEATHS IN MELROSE, CLASSIFIED AS TO CAUSE (INCLUDING MELROSE-WAKEFIELD HOSPITAL)

	MALES	FEMALES
I Infectious and Parasitic Diseases.....	0	1
II Cancer & Other Tumors.....	22	27
III Diseases of Nutrition, Rheumatism, etc.....	0	0
IV Diseases of the Blood & Blood Forming Organs.....	0	0
V Chronic Poisoning & Intoxication.....	0	0
VI Diseases of the Nervous System and Sense Organs.....	20	29
VII Diseases of the Circulatory System.....	77	75
VIII Diseases of the Respiratory System.....	10	20
IX Diseases of the Digestive System.....	4	5
X Diseases of the Genito-urinary System.....	4	4
XI Diseases of Pregnancy, Childbirth and the Puerperium.....	0	0
XIII Diseases of the Bones and Organs of Movement.....	0	0
XIV Congenital Malformations.....	1	1
XV Diseases Peculiar to the First Year of Life.....	9	1
XVII Violent or Accidental Deaths.....	0	7
XVIII Ill-defined & Unknown Causes.....	0	0
Total.....	155	170

There were 10 stillbirths in 1963 in Melrose

Deaths of all persons in Melrose.....	Males 155
(exclusive of 10 stillbirths)	Females 170
	Total 325

There were 3 stillbirths to Melrose residents in 1963

Deaths of all Melrose residents.....	Males 185
	Females 151
	Total 336*

Of these deaths, children under one year.....	9
Persons over 70 years of age.....	185

TABLE III

INFANT MORTALITY TO ALL MELROSE PARENTS

Year	Live Births	Deaths of Infants under one year	Infant mortality per 1000 Live Births
1963	453*	9	10.9
	Children born in Melrose to Melrose parents.....		
	Children born elsewhere to Melrose parents.....		
	Children born in Melrose to non-residents.....		
	Total.....		

POPULATION JANUARY 1, 1963 - 31,374

*Provisional figures

REPORT OF BOARD OF HEALTH

TABLE IV
CASES & DEATHS OF CERTAIN DISEASES FOR THE TEN YEARS

Year	Polio- mye litis		Diph- theria		Scarlet Fever		Typhoid Fever		Measles		Whooping Cough		Pul. & Miliary		Tuberculosis Meningeal		Other Forms	
	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths	Cases	Deaths
1954	4	0	2	0	17	0	0	0	177	0	33	0	3	2	0	0	0	1
1955	23	1	0	0	21	0	0	0	983	0	8	0	10	2	0	0	0	1
1956	1	0	0	0	26	0	0	0	10	0	10	0	5	1	0	0	1	0
1957	0	0	0	0	26	0	0	0	16	0	10	0	6	0	0	0	0	0
1958	0	0	0	0	13	0	0	0	875	0	14	0	8	0	0	0	0	0
1959	1	0	0	0	62	0	0	0	16	0	6	0	4	2	0	0	0	0
1960	0	0	0	0	31	0	0	0	101	0	3	0	4	0	0	0	1	0
1961	0	0	0	0	28	0	0	0	509	0	1	0	2	0	0	0	0	0
1962	0	0	0	0	19	0	0	0	167	0	16	0	5	0	0	0	0	0
1963	0	0	0	0	12	0	0	0	120	0	1	0	2	1	0	0	0	0

REPORT OF BOARD OF HEALTH

REPORT OF THE SUPERVISOR OF NURSING

Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

As Supervisor of Public Health Nursing, I herewith submit the following report for the year 1963:

SCHOOL HEALTH PROGRAM -

Visits to Schools.....	1,609
Health Inspections.....	10,540
Physical Examinations by School Physicians....	967
Physical Examinations by Private Physicians....	600
Hearing Tests (St.Mary's Parochial Schools)....	874
Hearing Re-Tests (St.Mary's Parochial Schools)..	107
Hearing failures found.....	26
Vision Tests (St.Mary's Parochial Schools)....	705
Vision Re-Tests (St.Mary's Parochial Schools)..	68
Vision failures found.....	54
Emergency Care given in schools.....	741
Conferences with School Personnel.....	1,744
Home Visits.....	110

IMMUNIZATION CLINICS -

12 monthly clinics were held for infants and pre-school children.

99 received the triple antigen against diphtheria-whooping cough and tetanus.

24 received booster doses.

51 received the 3 drinks of Sabin Oral Poliomyelitis vaccine.

Dr. Miah H. Rovner, Clinic Physician administered these inoculations. This clinic is available to those families financially unable to see the private physician.

TUBERCULOSIS PROGRAM -

A total of 68 tuberculosis cases were on our register in 1963. 75 visits were made to these cases by our public health nurses. 48 visits were made to contacts and suspects. 151 visits were made to give streptomycin injections to inactive tuberculosis patients in their homes.

REPORT OF BOARD OF HEALTH

HANDICAPPED CHILDREN -

The annual census showed 82 children on the register in 1963 to whom home visits were made by our public health nurses. Handicaps included were congenital defects, epilepsy, asthma and other allergies, miscellaneous orthopedic conditions, etc. The School Department employs a visiting teacher to instruct children who are unable to attend school because of these handicaps.

PREMATURE PROGRAM -

Number of Prematures reported.....	26
Number of Premature deaths due to this prematurity...	8
Number of Prematures visited.....	17
Number of Prematures referred to clinic.....	1

INSPECTIONS FOR RENEWAL OF LICENSES -

Convalescent, Nursing Homes, Boarding Homes for the Aged and Lodging Houses.....	3
Kindergartens or Play Schools.....	5

POLIO PROGRAM -

An extensive polio prevention program was carried on throughout the city with 3 drinks of Sabin Oral Polio Vaccine being given. 2,000 pre-school children received their 3 doses at various clinics held throughout the city. 9,223 doses were given to pupils in the elementary schools thus giving an approximate 99% protection against poliomyelitis to our school children. Three adult polio clinics sponsored by the Board of Health in conjunction with the Melrose Red Cross were held in February, April and June. Approximately 3,500 adults took advantage of these clinics.

MISCELLANEOUS -

A free hearing test program for adults was sponsored by the Boston Guild for the Hard of Hearing, Inc. and the Melrose Board of Health during May and June of this year. A total of 129 persons took advantage of this program and 50 of these were found to have hearing defects and appointments for free medical examinations were made.

I wish to thank the staff nurses, school physicians, also the following civic, social and health organizations for their generous cooperation and assistance rendered during 1963:

The Melrose Red Cross Nurses and Volunteers
The Salvation Army
The Lions Club
The Public and Parochial School Departments
The Melrose Public Welfare Department
The Melrose-Wakefield Hospital
The Boston Guild for the Hard of Hearing, Inc.
The District Health Office

Respectfully submitted,

Margaret M. Crowson

Margaret M. Crowson, R.N., B.S., Ed.M.

REPORT OF BOARD OF HEALTH

REPORT OF SCHOOL DENTIST

Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

I hereby respectfully submit to the members of the Board of Health my annual report for the year 1963:

Working Days.....	183
Pupils treated.....	589
Pupils examined.....	510
Pupils re-examined.....	10
Number of fillings.....	2342
Number of plastic fillings.....	27
Number of extractions.....	195
Number of completed cases.....	216
Number of oral prophylaxis.....	216
Number of sodium fluoride treatments.....	216
Work done in my private office:	
Number of X-rays.....	109
Root Canal Treatments.....	19
Root Canal Fillings.....	2

I should like to sincerely thank those members of the School Department who helped to facilitate the work of the Dental Clinic. I particularly want to express appreciation to Mrs. Mabel D. Burbine, Dental Hygienist, for the cooperation and assistance rendered to me throughout the year.

Very truly yours,

Ezra J. Kennison
Ezra J. Kennison, D.M.D.
Dentist.

REPORT OF BOARD OF HEALTH

REPORT OF THE SANITARY INSPECTOR

To the Board of Health,
Melrose 76, Massachusetts.

Gentlemen:

The Sanitary Inspector herewith submits his annual report
from January 1, 1963 to December 31, 1963:

INSPECTION OF MILK

INSPECTION:

Pasteurization Plants.....	44
Ice Cream Plants.....	11

SAMPLES COLLECTED:

Market Milk.....	100
Grade "A" Milk.....	18
Homogenized Milk.....	156
Special Milk.....	19
Cream.....	65
Ice Cream.....	24

LABORATORY REPORT:

Chemical analysis of milk and cream.....	361
(found below standard, 4)	
Bacteriological examination of milk and cream.....	781
(found below standard, 51)	
Coliform count, milk and ice cream.....	371
(found below standard, 28)	
Chemical analysis of ice cream.....	24
Bacteriological examination of mix and ice cream.....	49
(found below standard, 1)	
Phosphatase test.....	381
(positive test, 6)	
Total Solids.....	165
(found below standard, 4)	
Water Samples.....	11
(found contaminated, 8)	

DAILY RETAIL SALES MILK PRODUCTS (Dealers' Declaration)

Pasteurized Milk.....	16,311 qts.
Certified Milk.....	6 qts.
Cream.....	474 qts.

LICENSES AND PERMITS

Milk and Oleomargarine, stores and dealers.....	124
Ice Cream Manufacturing Permits.....	2
Ice Cream Sales Permits.....	78

REPORT OF BOARD OF HEALTH

GEOMETRICAL AVERAGE FOR THE YEAR 1963

MARKET AND HOMOGENIZED MILK

Dealer	Milk Fat	Plate Count
State Standard.....	3.35	10,000
Market:		
Bedford Farms.....	3.85	6,000
Brookside (First National Stores).....	3.99	1,350
Buttrick, David.....	4.21	880
Cummings, B. L., Inc.....	4.27	19,000
Hoods, H.P. & Son.....	3.82	880
Happy Valley Dairy.....	4.01	4,000
Hanley & Sons.....	4.01	900
Musgrave Farms.....	3.88	1,800
Quinn Farm Dairy.....	3.84	1,300
Spear, Clinton W.....	3.84	2,700
Sunnyhurst Dairy, Inc.....	3.94	1,000
United Farmers of New England.....	3.89	1,150
Weiss Farm.....	3.69	1,450
Whiting Milk Company.....	3.74	1,100
Ware Dairy.....	3.80	1,300
West Lynn Creamery.....	3.75	1,250
Homogenized Milk:		
Bedford Farms.....	3.69	3,900
Brookside (First National Stores).....	3.96	1,100
Buttrick, David.....	4.29	840
Cummings, B.L., Inc.....	4.18	7,000
Hanley & Son.....	4.05	950
Happy Valley Dairy.....	3.82	4,400
Hoods, H.P. & Sons.....	3.83	950
Musgrave Farms.....	3.74	3,250
Quinn Farm Dairy.....	3.80	3,100
Spear, Clinton W.....	3.71	1,700
Sunnyhurst Dairy, Inc.....	3.86	1,050
Ware Dairy.....	3.71	1,100
Weiss Farm.....	3.70	1,300
Whiting Milk Company.....	3.71	1,400
West Lynn Creamery.....	3.71	1,350
United Farmers of New England.....	3.82	1,100

INSPECTION OF FOOD

INSPECTIONS:

Common Victuallers.....	157
Stores-Food.....	219
Stores-Drug.....	27
Bakeries.....	26
Nuisance Complaints.....	85
Number of investigations made concerning complaints.....	163
Animal permits granted.....	9
Private sewerage inspections.....	16
Septic tank permits granted.....	3
Methyl & wood alcohol licenses issued.....	12
Bacteriological examinations of eating utensils.....	321
(found above 100 plate count, 58)	
Motel Inspections.....	5
Motel Permits issued.....	1
Foods Condemned as Unfit for Human Consumption:	
Fire Damaged (Total Losses):	
22 lbs. hamburg	
42½ lbs. candies	
19 lbs. assorted meats	
11 lbs. cereal	
3 lbs. flour	
168 lbs. assorted fruit and vegetables	
44 cans assorted can foods	

REPORT OF BOARD OF HEALTH

INSPECTION OF FOOD (CONT'D)

AVERAGES FOR THE YEAR 1963

Federal Standard (not over)	Bacterial Count			Scoring
	Dishes	Glasses	Silverware	Grade
	<u>100</u>	<u>100</u>	<u>100</u>	<u>%</u>
COMMON VICTUALLERS' LICENSES:				
Bellevue Golf Club.....	80	50	22	90.
Brighams, Inc.....	15	14	8	96.5
Franklin Square Restaurant.....	80	130	75	87.5
George's Submarine Shop.....	P.S.	P.S.	P.S.	91.
Golden Gate Restaurant.....	20	15	18	88.
Greggs Ice Cream Parlor.....	15	5	30	90.
Jerry's Lunch.....	20	80	75	90.5
The Lobster Shop.....	75	40	22	90.
Lou's Lunch.....	130	34	15	84.
Melrose Drug Center.....	15	18	40	90.5
Melrose Donut Shop.....	10	105	15	92.
Melrose-Wakefield Hospital Auxiliary.....	10	25	40	93.
Mt. Hood Golf Club.....	80	20	95	88.
Melrose Cafeteria.....	25	88	180	70.
Mr. Barbecue & Pizza Company.....	110	180	165	70.
Orlean Tea Room.....	10	15	25	95.
Pondview Restaurant.....	50	35	14	90.
Regent Delicatessen.....	60	84	11	90.
Sub-Villa Inc.....	P.S.	P.S.	P.S.	91.5
Stearns & Hill.....	25	155	40	87.
Welsh & Kinney.....	P.S.	P.S.	P.S.	88.
Town-Line Motel Restaurant.....	20	15	10	96.
FOUNTAIN SERVICE STORES:				
Austin Pharmacy.....		50	75	
LeBlanc Pharmacy (Grove Street).....		15	20	
Emerson Pharmacy.....		25	30	
Hartman Pharmacy.....		25	15	
LeBlanc Pharmacy (West Wyoming Avenue).....		22	35	

Respectfully submitted,

John J. Devine
John J. Devine
Sanitary Inspector.

REPORT OF BOARD OF HEALTH

REPORT OF THE INSPECTOR OF ANIMALS

The Board of Health,
City of Melrose 76,
Massachusetts.

Gentlemen:

As Inspector of Animals for the City of Melrose, I herewith submit the following report for the year ending December 31, 1963.

One Hundred Fifty Two (152) dogs were examined and quarantined for rabies observation as having inflicted injury by biting or scratching persons. There were no cases of rabies in the City this year.

There are no cattle within the City.

Respectfully submitted,

Cornelius Thibeault

Cornelius Thibeault, D.V.S.
Inspector of Animals.

REPORT OF BUILDING DEPARTMENT

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Building Department respectfully submits, herewith, its annual report for the year 1963.

The building, plumbing, and gas permits issued during the year are classified below:

<u>No.</u>	<u>Classification</u>	<u>Estimated Cost</u>
44	Single dwellings	\$ 413,700.00
3	Two-family dwellings	36,000.00
7	Apartment buildings	871,300.00
4	Garages	4,500.00
94	Reshingles	34,786.00
67	Alterations (Dwelling)	73,360.00
12	Alterations (Other)	76,750.00
2	Restoration of fire damage	40,000.00
1	Tank installation	500.00
1	Relocation of dwelling	--
25	Demolitions	--
1	Storage building	8,000.00
1	Addition to Decius Beebe School	137,816.00
1	New rectory (St. Mary's)	130,000.00
1	Foundation only	750.00
1	New Fire Station (East Side)	90,000.00
1	Business building	20,000.00
1	Professional building	6,500.00
1	Hospital addition	1,335,000.00
1	Hotel	300,000.00
1	Nursing home	100,000.00
	Conversions:	
1	Single to professional building	2,000.00
1	Single to 2-family dwelling	300.00
1	Two to 4-family dwelling	15,000.00
<u>273</u>	<u>Building permits</u>	<u>\$3,696,262.00</u>

PLUMBING AND GAS DIVISION:

49	Permits to do plumbing in new buildings	\$ 96,950.00
388	Permits to replace plumbing in old buildings	116,135.00
73	Permits for the addition of plumbing in old buildings	36,523.00
3	Permits for new sewer connections in old buildings that require plumbing	345.00
4	Permits for the addition of plumbing in converted buildings	3,700.00
<u>517</u>	<u>Plumbing permits</u>	<u>\$ 253,653.00</u>

REPORT OF BUILDING DEPARTMENT

390 Gas permits \$ 19,573.00

Number of plumbing fixtures installed	1,879
Number of visits of inspection for plumbing	1,050
Number of water tests for plumbing	45
Number of gas fits installed	38
Number of gas appliances installed	472
Number of repairs or additions to gas piping	2
Number of visits and tests on gas work	473

A total sum of \$5,121.25 was received by the Building Department from January 1 to December 31, 1963 for building, plumbing, and gas permit fees, code books, zoning maps, and Board of Appeal applications.

273 Building permits	\$ 2,817.25
517 Plumbing permits	1,742.00
384 Gas permits	275.00
58 Zoning maps	14.25
11 Code books	2.75
27 Board of Appeal applications	<u>270.00</u>

Total fees \$ 5,121.25

Respectfully submitted,

Francis C. Zins
Building Commissioner

REPORT OF CEMETERY COMMITTEE

To the Honorable Mayor
and Board of Aldermen
Melrose, Massachusetts

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the revised ordinances of the City of Melrose, the Cemetery Committee hereby submits its report for the year ending December 31, 1963.

The regular work and services and maintenance has carried on as usual.

In the matter of permanent improvements, we have planted 24 new trees due to the removal of old ones.

With the purchase of a new digger we have been able to carry on with the same personnel. This piece of equipment can be used for many different projects with the consequent saving of many dollars for the City.

We wish to extend our thanks to those departments who have co-operated with us during the past year.

December 31, 1963

Respectfully submitted
The Cemetery Committee
By

Joseph Casey
To Ernest H. H. H.
and 1322

REPORT OF CEMETERY COMMITTEE

SUMMARY OF RECEIPTS & EXPENDITURES

Receipts for Departmental Expenditures

Appropriations and Transfers:	67,899.99
Cemetery Trust Fund, Income Account	14,067.76

Departmental Expenditures

From Appropriations & Transfers	61,660.69
From Cemetery Trust Fund, Income Account	13,392.13

Unexpended Balance

To Revenue 1963	1,519.37
To 1964; Appropriation Accounts	6,263.30
Cemetery Trust Fund	675.63

Total Payroll

Maintenance: Salaries & Wages	51,468.82
Interments	8,210.00
Foundations	1,571.59
Lot Sales	1,974.00
Grave Sales	1,764.00
Perpetual Care	15,697.00
Miscellaneous	222.00
Grave Liners.....	3,192.00
Annual Care	199.80
	<u>32,830.39</u>

REPORT OF CEMETERY COMMITTEE

To the Cemetery Committee
Melrose
Massachusetts

Gentlemen:

The following is the report of the Superintendent of the
Wyoming Cemetery for the year ending December 31, 1963.

Interments:

Adults.....	183
Children, 12 years or under	13
Cremated remains	20
Totals	<u>216</u>

Sale of Lots:

Sold during the year.....	25
Number sold to January, 1963.....	<u>2,827</u>
	2,852

Sale of Graves:

Sold during the year.....	52
Total number sold to January 1964	<u>5,412</u>
	5,464

Number of Lots under Perpetual Care 2,149

Number of Graves under Perpetual Care 3,783

Number of Lots available

Regular, Section D, H, 2	15
--------------------------------	----

Number of Lots available

Regular, Section , 4, 5, 6	207
----------------------------------	-----

Old Lots in Perpetual Care 2

Respectfully submitted,

Howard C. Nickerson
Superintendent.

REPORT OF CEMETERY COMMITTEE

Details of Appropriations, Transfers and expenditures

Cemetery Department

Year ending December 31, 1963

	Appropriations and Transfers	Expenditures	To Revenue 1964	To Revenue 1963
Maintenance : Salaries & Wages	51,468.82	50,326.26		1,142.56
Maintenance : Other Expenses	6,884.34	6,884.34		
Grave Liners:.....	3,444.00	3,441.45		2.55
Cost of State Travel:.....	150.00	78.25		71.75
New Equipment:.....	1,025.00	722.49		302.51
Road Construction:.....	4,123.03		4,123.03	
Pond Filling & Draining:.....	548.80		548.80	
Purchase of Loam and Fills:.....	256.00	207.90	48.10	
	<u>67,899.99</u>	<u>61,660.69</u>	<u>4,719.93</u>	<u>1,519.37</u>
Cemetery Trust Fund, Income Account	14,067.76	13,392.13		675.63

REPORT OF CITY AUDITOR

To His Honor the Mayor, and
The Honorable Board of Aldermen:
City of Melrose, Mass.

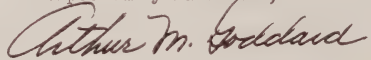
Gentlemen:

In compliance with the provisions of Chapter 3, Section 39 of the Revised Ordinances, I herewith submit the annual report of the City Auditor for the year ending December 31, 1963.

I have examined the several trust funds of the Treasurer-Collector and the trust funds of the Trustees of the Public Library together with all securities, coupons and savings accounts in the savings banks and trust companies. All income for the year was accounted for and all expenditures were properly supported by vouchers.

During the fiscal year 1963 all known obligations of the City were paid in full or adequate reserves established to provide for their ultimate payment. All serial loans and short term debt obligations were paid when due. Interest payment on all forms of outstanding debt were promptly made.

Respectfully submitted,

A handwritten signature in cursive script, reading "Arthur M. Goldland".

City Auditor.

REPORT OF CITY AUDITOR

FINANCES

The Assessed Valuation of the City

January 1, 1963

Real Estate

Personal Property

\$50,680,600.00

3,868,600.00

54,549,200.00

Rate of Taxation per \$1000. of Valuation \$82.00

Appropriations:

Budget and Revenue Orders

5,239,752.38

Contributory Retirement System

86,344.74

County Tax

188,372.17

County Tuberculosis Tax

44,031.14

Metropolitan Park Tax

70,248.57

" Sewerage Tax

175,979.52

" Water Tax

63,687.28

Smoke Inspection Tax

800.91

State Audit of Municipal Accounts

2,927.67

State Examination of Retirement System

847.34

Health Insurance E.G.R. Program

97,427.75

Overlay for Abatement

93,975.95

\$6,063,995.42

Deduct: Estimated Receipts

Income Tax

337,712.88

Corporation Tax

210,826.14

Old Age Meal Tax

14,500.36

City Accounts

1,200,513.92

State and County Assessments

12,694.76

From "Free Cash"

135,000.00

1,911,248.06

4,152,747.36

Net Amount to be Raised by Taxation:

Poll Tax

\$17,913.00

Real Estate Tax

3,841,589.48

Personal Property Tax

293,239.88

4,152,747.36

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.

Balance Sheet - December 31, 1963.

Assets		Liabilities and Reserves	
Cash:			
General			
Special: Cemetery-Sale of Lots and Graves	\$496,062.31	Emp-yees Payroll Deductions:	\$49,585.43
Advances for Petty:	30,219.53	Federal Withholding Taxes	14,994.08
Collector	\$150.00	State	719.96
Park	75.00	Group Insurance	\$65,299.52
Cemetery	10.00	Recoveries:	3,707.90
School Athletic Program	100.00	Old Age Assistance	2,058.94
School Lunch Program	180.00	Disability Assistance	5,766.84
School Visual Aid	50.00	Tailings	230.04
Library	23.00	Proceeds of Sales and Dog Licenses Due County	54.25
		Overestimates of 1963	1,122.91
		State Assessments	
Accounts Receivable:			
Taxes			
Levy of 1961	46.00	Guarantee Deposits:	
Personal	656.88	Private Sewers	3,300.00
Levy of 1962	84.00	Driveways	205.00
Personal	206.87	Water Inside Service	125.00
Real	3,597.87	Contracts	200.00
Levy of 1963	206.00	Tax Title Possessions	1,341.80
Personal	5,439.80	Planning Board	1,700.00
Real	80,131.06	Cemetery - Perpetual Care Requests	6,871.80
Motor Vehicle and Trailer Excise:		Trust Funds - Income	5,112.00
Levy of 1961	2,041.48	A. C. Marie Currier	
Levy of 1962	4,951.95	A. J. Burnett	127.86
Levy of 1963	81,286.12	George Emerson	293.16
Special Assessments:		Norman F. Gould	590.82
Sewer Added to Taxes 1962	64.00	Lizzie S. Gould	529.58
1963	316.45	Community Civics	57.84
Sidewalk Added to Taxes 1963	15.66	Colburn Memorial Award	90.52
Street Added to Taxes 1962	48.55	Lizzie T. P. Smith	127.50
1963	379.00	William E. Bailey	132.50
Committed Interest	41.44	William E. Barrett	1,137.40
1963	277.87	Horatio W. Perkins	24.32
Tax Titles and Possessions		Sarah E. Cheever	275.17
Tax Titles	778.23	Cemetery Perpetual Care	1,247.02
Tax Title Possessions	17,742.72	Cemetery Flower Fund	675.63
		Oscar Frost Fund	266.33
		Workmen's Compensation Fund	424.61
			4,372.00
			10,979.26

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1963

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CITY OF MELROSE, MASS.
BALANCE SHEET-DECEMBER 31, 1963.

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REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1963

Assets

DEFERRED REVENUE ACCOUNTS

Liabilities and Reserves

Apportioned Sewer Assessments Revenue (Continued)

Due in 1980 \$947.00
1981 286.00
1982 — 1,544.20
\$108,262.00

Apportioned Sidewalk Assessment Revenue

Due in 1964 1,609.00
1965 1,604.00
1966 1,599.00
1967 1,599.00
1968 1,594.00
1969 1,579.00
1970 1,579.00
1971 1,418.00
1972 1,369.00
1973 1,325.00
1974 1,295.00
1975 1,290.00
1976 1,203.00
1977 935.00
1978 725.00
1979 661.00
1980 661.00
1981 401.00
1982 338.00

22,784.00

Apportioned Street Assessment Revenue

Due in 1964 15,207.69
1965 15,111.00
1966 15,052.00
1967 14,987.00
1968 14,743.00
1969 14,700.00
1970 14,657.00
1971 14,627.00
1972 14,567.00
1973 14,511.00
1974 14,479.00

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1963.

Asset:

DEFERRED REVENUE ACCOUNTS

Apportioned Street Assessment Revenue (Continued)

Liabilities and Reserves

Due in 1975	\$12,807.00
1976	10,330.00
1977	8,465.00
1978	7,189.00
1979	5,283.00
1980	4,780.00
1981	3,420.00
1982	1,364.00
1983	<u>1,364.00</u>

\$217,573.69

Apportioned Water Assessment Revenue

Due in 1964	134.00
1965	134.00
1966	134.00
1967	134.00
1968	134.00
1969	134.00
1970	134.00
1971	134.00
1972	134.00
1973	134.00
1974	134.00
1975	134.00
1976	134.00
1977	134.00
1978	134.00
1979	134.00
1980	134.00
1981	<u>134.00</u>

2,412.00
\$351,031.69

\$351,031.69

\$730,000.00
780,000.00

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1963.

Net Funded or Fixed Debt
Outside of Debt Limit

DEBT ACCOUNT	
\$780,000.00	Serial Loans
	Outside Debt Limit
	School Construction

Trust and Investment Accounts

In Custody of City Treasurer
Welfare Funds

City Treasurer
Memorial Building Trustees
Library Trustees

In Custody of City Treasurer	
Welfare Funds	
A. C. Marie Currier	\$26,033.69
Andrew Burnett	2,000.00
George Emerson	31,153.83
School Funds	
Community Civics	50.00
Levi S. Gould	1,000.00
Norman T. Hesselbine	100.00
Sarah E. Fitch	259.31
Margaret B. Wing	665.33
Omlerson Deits	5,540.55
Stalker Scholarship	13,466.59
Adeleide Colburn	6,000.00
Victor and Nellie Friend	5,677.64
Lizzie T. P. Smith	1,000.00
Library Funds	
William E. Bailey	2,500.00
William E. Barrett	75.00
Horatio W. Percides	500.00
Park Funds	
Sarah A. Cheever	1,500.00
Memorial Building-John C. F. Slayton	10,000.00
Cemetery Funds	
Perpetual Care	387,114.95
Samuel McDaniels	100.00
Wyoming Flower	7,119.25
Oscar F. Frost	1,184.63
Coyle Perpetual Flower	500.00

REPORT OF CITY AUDITOR

CITY OF MELROSE, MASS.
BALANCE SHEET - DECEMBER 31, 1963.

Assets

DEBT ACCOUNT

In Custody of City Treasurer (Continued)

Other Funds
Stabilization 77.10
200th Anniversary 7,480.60
Workmen's Compensation

\$503,835.25

In Custody of Memorial Building Trustees The John C. F. Slayton Fund - Income

5,570.41

In Custody of Library Trustees

Sarah A. Cheever 997.58
Jabez Dyer 1,645.28
Pond Field 138.61
Sarah E. Olin 2,366.17
Stephen C. Deering 638.99
Felix A. Genrot 44,062.82
Lizzie T. P. Smith 666.06
Melrose Highlands Womens Club 50.00

50,565.51

\$564,970.87

\$564,970.87

REPORT OF CITY AUDITOR

CASH STATEMENT FOR THE YEAR ENDING DECEMBER 31, 1963

Cash, January 1, 1963		
Revenue	\$911,268.29	
Non Revenue	<u>187,010.26</u>	\$1098278.55
Add: Receipts 1963		
Taxes - Real, Personal, Poll	4,383,641.78	
Estimated Receipts	1,868,882.32	
Tax Titles Redeemed	249.15	
Tax Titles Sales and Deposits	3,061.80	
State and County Aid to Highways	42,632.14	
State Aid, Chapter 782	43,275.00	
Temporary Loans	2,100,000.00	
Tailings	1,000.00	
County Dog Tax for Library	2,373.38	
Dog Licenses and Sales for County	3,566.00	
Trust Funds Receipts	6,792.42	
Cemetery Trust Funds	14,306.28	
Voted From Stabilization Fund	70,000.00	
Mt. Hood Park Receipts	63,974.75	
Library Fines and Duplicate Fund	5,456.05	
Parking Meter Fees - Street	7,020.17	
Area	3,566.60	
Perpetual Care Bequests	14,897.00	
Sale of Lots and Graves	3,822.00	
Welfare Recoveries	7,183.00	
Federal Grants for Welfare	27,223.17	
" " " Administration	283,369.18	
Fire Loss Receipts	4,187.00	
School Lunch Receipts and Grants	107,369.23	
School Athletic Receipts	18,016.59	
Federal Grants for Education	72,537.53	
Adult Education Fees	1,750.00	
Guarantee Deposits	375.00	
Withholding - Federal Taxes	576,505.58	
- State "	56,507.42	
- Group Insurance	60,372.63	
Non Revenue	47,860.61	
Unclassified	125.44	
Receipts Applied to Refunds	<u>48,753.00</u>	9,951,765.72
		<u>11,050,044.27</u>
Deduct: Expenditures per Schedule B	6,247,513.51	
" " " " C	<u>4,274,026.32</u>	10,521,409.93
Cash, December 31, 1963		
Revenue	496,062.31	
Non Revenue	<u>32,372.13</u>	528,434.44
		<u>11,049,844.41</u>

REPORT OF CITY AUDITOR

SCHEDULE A ESTIMATED RECEIPTS Year Ending December 31, 1963

<u>Income Tax</u>		\$388,958.08
<u>Corporation Tax</u>		260,161.91
<u>Old Age Meal Tax</u>		13,594.74
<u>Motor Vehicle and Trailer Excise</u>		
Levy of 1955	\$4.67	
1960	60.83	
1961	507.76	
1962	23,550.89	
1963	480,037.37	504,161.52
<u>Licenses and Permits</u>		
City Clerk - Garage	2,467.00	
Marriage	638.00	
Miscellaneous	536.50	
Health - Milk, Cream, etc.	151.50	
Cesspool	30.00	
Mayor - Amusement	16.00	
Building	2,807.25	
Gas	270.00	
Plumbing	1,742.00	
Police	231.00	
Fire	16.00	8,905.25
<u>Fines</u>	2,508.40	2,508.40
<u>Special Assessments</u>		
Sewer	Paid in Advance	2,763.00
	Added 1962	517.99
	1963	10,199.77
Sidewalk	Paid in Advance	1,653.36
	Added 1962	58.00
	1963	1,973.76
Street	Paid in Advance	14,937.91
	Added 1962	312.33
	1963	16,745.00
		49,166.12
<u>General Government</u>		
Auditor		5.99
Treasurer-Collector - Costs	1,386.45	
	Municipal Liens	1,737.00
	Betterment Releases	42.00
	Receipts	3,750.91
City Clerk - Fees	585.25	
	Receipts	2,260.95
	Security Agreements	2,070.00
Board of Appeal -	270.00	
Election and Registration	597.95	
Planning Board	15.00	
Public Works	4,053.00	
Property Valuation Board	174.17	
Workmens Compensation	739.43	
Taxes on Estates	555.76	
Lieu of Taxes	7,051.80	
		25,295.66
<u>Protection of Persons and Property</u>		
Police - Ambulance	2,636.59	
	Receipts	494.00
Fire - Receipts	17.00	
Weights and Measures	91.60	
Building	17.00	
Forestry	664.75	
		3,920.94

REPORT OF CITY AUDITOR

SCHEDULE A ESTIMATED RECEIPTS

Year Ending December 31, 1963

<u>Health and Sanitation</u>		
Health - Miscellaneous	\$2,616.82	
Bus Fares	256.28	
Tuberculosis	693.57	
Private Sewers	<u>15,370.13</u>	\$18,941.80
<u>Highways</u>		
Repairing	5.00	
Traffic Beacons	200.00	
Driveways	2,318.06	
Individual Walks	<u>1,527.34</u>	4,050.40
<u>Charities</u>		
General Relief	6,300.62	
Aid to Dependent Children	20,760.55	
Disability Assistance	14,663.88	
Recoveries	<u>1,835.50</u>	43,560.55
<u>Old Age</u>		
Assistance	46,001.98	
Medical Aid	91,194.01	
Recoveries	<u>4,066.74</u>	141,262.93
<u>Veterans Services</u>		
Veterans Benefits	<u>15,544.77</u>	15,544.77
<u>School</u>		
Rentals	40.00	
Tuition	33,152.29	
Summer School	10,299.00	
Vocational Education (State)	8,749.03	
Receipts	<u>5,713.22</u>	57,953.61
<u>Library</u>		
Receipts	<u>52.18</u>	52.18
<u>Recreation</u>		
Memorial Building	2,999.80	
Park Receipts	122.45	
Recreation Receipts	<u>157.26</u>	3,279.51
<u>Public Service</u>		
Water - Rates	223,909.58	
Added 1962	708.76	
1963	13,860.16	
Betterments Added	230.38	
Inside Service	9,596.90	
Hydrant Rental	<u>11,647.00</u>	259,945.78
<u>Cemeteries</u>		
Miscellaneous Receipts	13,675.59	
Care of Lots	<u>220.80</u>	13,896.39
<u>Interest - Taxes</u>		
Taxes	1,973.62	
Assessments	31.15	
Motor Vehicle Excise	600.95	
Tax Titles	50.85	
Committed Interest 1962	463.72	
Committed Interest 1963	<u>12,501.73</u>	15,622.02
<u>Interest - Deposits</u>		
	<u>5,558.00</u>	5,558.00
<u>Farm Animal Excise</u>		
	<u>2.77</u>	9.77
<u>School Construction</u>		
State Assistance	<u>32,532.42</u>	32,532.49

\$ 1,868,882.82

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	<u>Available</u>	<u>Expended</u>	<u>Encumbered or Reserved</u>	<u>Balance</u>
<u>General Government</u>				
Aldermen				
Salaries and Wages	\$3,474.09	\$3,474.06		\$.03
Other Expenses	3,025.00	2,467.63	80.00	477.37
Inauguration	1,400.00	75.00	1,325.00	
Mayor				
Salaries and Wages	6,000.00	5,099.92		900.08
Other Expense	1,600.00	1,591.99		8.01
Out of State Travel	150.00			150.00
Architects for Ripley School	2,000.00	2,000.00		
" for Beebe School	3,000.00	3,000.00		
" for Library	6,756.16	6,756.16		
" for School Bldg. Program	18,000.00	16,920.00	1,080.00	
Auditor				
Salaries and Wages	20,368.41	20,259.59		608.82
Other Expenses	2,388.00	2,244.35	54.22	89.43
Out of State Travel	150.00			150.00
Treasurer-Collector				
Salaries and Wages	30,112.17	28,750.99		1,361.18
Other Expense	8,213.00	7,764.92		448.08
Certification of Bonds	800.00	729.70		70.30
Group Insurance	100,183.36	98,324.75		1,858.61
Out of State Travel	150.00			150.00
Assessors				
Salaries and Wages	22,196.47	22,194.50		1.97
Other Expense	5,145.49	4,428.34		716.55
Out of State Travel	250.00	250.00		
City Clerk				
Salaries and Wages	22,348.20	22,218.73		129.47
Other Expenses	1,700.00	1,554.17	27.00	118.83
Vital Statistics	600.00	524.97		75.03
Out of State Travel	98.68			98.68
City Solicitor				
Salaries and Wages	5,533.50	5,533.44		.06
Other Expenses	500.00	362.94		137.06
Suits and Claims	500.00	79.95		420.05
Office Expense	2,750.00	2,750.00		
Election and Registration				
Salaries and Wages	12,475.88	11,872.12		603.76
Other Expenses	6,600.00	6,076.84		523.16
Special Election	4,500.00	3,324.85		1,175.15
Personnel				
Salaries and Wages	2,675.25	2,675.25		
Other Expense	272.00	254.69		17.31
Planning Board				
Salaries and Wages	2,455.00	2,455.00		
Other Expense	450.00	351.54		98.46
Board of Appeal				
Salaries and Wages	371.75	371.75		
Other Expense	300.00	251.84	19.16	29.00
Workmens Compensation				
Administration	1,009.50	861.00		148.50 C
Compensation	11,000.00	6,187.06		4,812.94 C
Pence Viewers	15.00			15.00

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	Available	Expended	Encumbered or reserved	Balance
<u>General Government (Continued)</u>				
Property Valuation Board -Expenses	\$569.48	\$187.80	\$381.68	
Public Works-Salaries & Wages	33,687.57	32,480.97		\$1,206.60
General Administration	16,583.13	16,446.84		136.29
Other Expenses	2,555.00	2,547.68		7.32
City Yard Improvements	2,019.61	1,894.04		125.57
New Equipment	37,910.00	37,419.99		490.01
Vacations	17,377.98	16,431.98		946.00
Holidays	11,952.04	11,209.92		742.12
Sick Leave	8,102.35	7,577.03		525.32
Overhead Expense	9,415.00*	10,520.05*		1,105.05
Parking Meter Salaries	4,969.21	4,278.44		690.77A
" " Expense	1,166.48	1,146.58		19.90A
Out of State Travel	350.00	102.00		248.00
Bumpers - Dills Court	200.00			200.00A
Engineers - Salaries and Wages	23,353.47	22,726.22		627.25
Other Expenses	1,300.00	1,296.51		3.49
Pennney Road Survey	2,500.00		2,500.00	
City Hall -Salaries and Wages	9,952.64	8,895.84		1,056.80
Other Expense	9,764.19	8,989.92	750.00	24.27
Memorial Building				
Salaries and Wages	7,374.32	6,296.22		1,078.10
Other Expense	6,000.00	5,738.61		261.39
Capital Outlay	2,243.90	2,008.22		235.68
New Roof	7,300.00	7,300.00		
Total General Government	509,833.28	478,493.40	6,217.06	25,122.82
<u>Protection of Persons and Property</u>				
Police - Salaries and Wages	304,708.55	294,936.69		9,771.86
Other Expenses	5,100.00	4,965.05		134.95
Parking Meter Sal. & Wages	13,562.33	6,436.71	\$7,030.57	95.05A
Equipment and Repair	7,200.00	6,862.47		337.53
Maintenance of Building	7,252.00	7,089.42		162.58
School Traffic Supervisors	19,825.00	19,563.21		261.79
Uniforms	2,025.00	1,979.35		45.65
Indemnification	100.00	58.50		41.50
Out of State Travel	150.00			150.00
Purchase of Station Wagons	4,000.00	3,969.42		30.58
Paint Interior of Station and Repairs	1,500.00	1,500.00		
Rear Entrance	643.56	643.56		
Fire - Salaries and Wages	348,215.54	336,303.50		11,912.04
Other Expense	4,800.00	4,799.16		.84
Equipment and Repairs	6,380.00	6,134.59		245.41
Repairs to Building	2,500.00	2,030.88		469.12
Fuel and Light	4,400.00	4,210.74		189.26
Hydrant Rental	11,640.00	11,640.00		
New Hose	1,500.00	1,415.71		84.29
Out of State Travel	250.00	250.00		
Electric Door Opener		660.00	660.00	
Indemnification	365.68	365.68		
Uniforms	1,175.00			1,175.00
Short Wave Radio	2,730.00	4.90	2,725.10	
Removal of Buildings-E.Foster	1,120.00	1,120.00		
New Car - Chief	2,700.00	2,700.00		
Construction-E.Side Fire Sta.	122,000.00	96,047.46	25,952.54	
Building - Salaries and Wages	17,788.33	17,788.30		.03
Other Expense	1,500.00	1,484.79		15.21
Wire- Salaries and Wages	17,607.25	17,398.33		208.92
Other Expenses	377.00	354.65		22.35
Fire & Police Signals	5,218.75	5,215.59		3.16
New Equipment	1,195.00	1,121.28		73.72
Out of State Travel	150.00	107.14		42.86

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	<u>Available</u>	<u>Expended</u>	<u>Encumbered or Reserved</u>	<u>Balance</u>
<u>Protection of Persons & Property</u> (Continued)				
Civil Defense				
Salaries and Wages	\$1,215.00	\$1,067.66	\$18.60	\$128.74
Other Expense	3,770.99	2,081.07	1,689.92	
Weights & Measures-Wal. & Wages	2,000.00	982.36		1,017.64
Other Expenses	400.00	236.34		163.66
Forestry	29,370.59	26,904.78		2,465.81
Dog Officer-Sal. & Wgs.	888.00	887.97		.03
Other Expense	600.00	600.00		
Total Protection of Persons & Prop.	\$958,583.57	\$891,257.26	\$38,076.73	\$29,249.58
<u>Health and Sanitation</u>				
Health Dept.-Sal. & Wages	40,616.90	39,892.59		724.31
Other Expense	2,600.00	2,495.17		104.83
Tuberculosis	9,000.00	1,555.20		7,444.80
Quarantine & Contagious Diseases	350.00	188.30		161.70
Dental Clinic				
Salaries and Wages	6,889.10	6,889.10		
Expense	1,000.00	938.21		61.79
Transport. of Children	799.00	728.50		70.50
Care of Premature Babies	400.00	276.00		124.00
Immunization of Dogs -Rabies	350.00	327.20		22.80
Polio Clinic	2,200.00	1,231.90		968.10
Mosquito Suppression	2,200.00	1,998.60		201.40
Childrens Mental Health Center	3,000.00	3,000.00		
Control, etc. of Rats	500.00	345.00		155.00
Sanitation				
Surface Drain Construction	16,329.12	14,648.16		1,680.96
Sewer Div. Maintenance	13,090.45	13,090.45		
Operation-Pumping Sta. Upham	10,004.71	2,548.53	5,793.00	1,663.18
Sewer Construction	14,572.63	8,299.25	4,106.33	2,167.05
Private Sewers	21,592.43	21,592.43		
Sewer Connections General	1,000.00	96.31		903.69
Surface Drainage Maintenance	19,659.59	19,528.36		131.23
Collection of Ashes	65,890.15	65,464.58		425.57
Dump Development	2,021.68	1,994.68		27.00
Collection of Garbage	40,000.00	39,999.96		.04
Street Cleaning	15,893.38	15,716.22		177.16
Total Health and Sanitation	289,959.14	262,844.70	9,899.33	17,215.11
<u>Highways and Bridges</u>				
Highway Division				
Highway Repairing	43,342.04	43,342.04		
Repairs to Private Ways	5,000.00			5,000.00
Repairs - Chapter 782	43,275.00	35,287.31	7,987.69	
Highway Construction	127,435.40	73,841.55	53,303.49	290.36
Highway - Chapter 90	71,382.14	65,160.16	6,221.98	
Repair of Walks	14,509.93	13,887.62	480.65	141.66
Individual Walks & Curbsings	2,377.99	1,651.00		726.99
Driveways	2,390.83	1,962.92		427.91
Continuous Walks	10,689.22	4,062.97	4,391.25	2,235.00
Snow Removal and Sanding	78,524.10	69,374.28	9,149.82	
Street Lighting	52,210.00	52,210.00		
Traffic Beacons	3,200.00	3,200.00		
Automotive - Other Expense	7,400.00*	10,770.90*	3,370.90	
" - Sal. & Wages	223.68	222.68		1.00
Total Highway and Bridges	447,160.33	353,431.63	84,905.78	8,822.92

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	Available	Expended	Encumbered or Reserved	Balance
<u>Public Welfare</u>				
General Administration	\$18,656.00	\$17,097.55		\$1,558.45
General Relief	16,000.00	15,971.01		28.99
Old Age Assistance	49,000.00	47,654.39		1,345.61
Medical Assistance for Aged	132,000.00	130,937.39		1,062.61
Disability Assistance	25,449.50	25,449.50		
Aid to Dependent Children	26,550.50	26,545.21		5.29
Out of State Travel	150.00	150.00		
Total Public Welfare	267,806.00	263,805.05		4,000.95
<u>Veterans Services</u>				
General Admin. Salaries, Wages	10,351.77	10,347.90		3.87
Other Expense	1,090.00	1,000.69		89.31
Veterans Benefits	42,000.00	41,966.83		33.17
Veterans Burials	300.00			300.00
Total Veterans Services	53,741.77	53,315.42		426.35
<u>Education</u>				
Salaries and Wages	\$2,448,884.00	2,417,285.73		31,598.27
Other Expense	17,345.00	16,953.21	385.56	6.23
Textbooks and Supplies	113,710.00	112,176.95	3,446.00	87.05
Plant Maintenance & Operation	231,387.00	222,619.34	3,186.45	5,581.21
Vocational Adult Education	10,720.00	9,139.84	132.00	1,448.16
Out of State Travel	1,350.00	1,133.90		216.10
-Repair Driveway - High School	1,240.58			1,240.58
Total Education	2,824,636.58	2,777,308.97	7,150.01	40,177.60
<u>Library</u>				
Salaries and Wages	82,526.45	82,246.20		280.25
Other Expenses	3,627.00	3,625.71		1.29
Books, Periodicals, etc.	10,373.38	10,373.26		.12
Fuel and Light	4,850.00	4,520.43		329.57
Building & Janitor Supplies	1,125.00	1,107.60		17.40
Binding	2,300.00	2,300.00		
Highland Branch Rent	2,000.00	2,000.00		
Out of State Travel	150.00	150.00		
Services of a Consultant	500.00	315.00		185.00
Repairs to Roof	8,666.00	8,666.00		
Repairs and Renovation	3,500.00	3,500.00		
Repair and Renovate Main Bldg.	6,500.00	6,500.00		
Dedication Expense	50.00	45.95		4.05
Equipment & Furnishing of				
Addition	25,000.00	24,816.50	183.05	.45
Construction of Addition	91,628.01	90,861.95	766.06	
Total Library	242,795.84	241,028.60	949.11	818.13
<u>Recreation</u>				
Pine Banks Park				
Salaries and Wages	14,010.89	13,250.53	192.08	568.23
Expenses	3,523.50	3,520.07		3.43
Resurface Roads	504.29	499.58		4.71
New Playground Equipment	1,853.00	1,853.00		
Out of State Travel	75.00	75.00		
Park-Gen. Admin. Salaries and Wgs.	21,895.24	21,874.26		20.98
All Other Salaries and Wages	50,019.52	49,229.22		790.30
Gen. Admin. Other Expenses	755.00	421.97		333.03
All Other Expenses	7,165.00	7,158.22		6.78
Golf Maintenance & Operation	46,331.65	46,175.63		156.02 B
Recreation Bldg. Operation	10,288.00	9,950.32		337.68 B
Ski Tow Maintenance & Oper.	1,200.00	628.15		571.85 B
Athletic Field & Field House	2,200.00	2,199.32		.68
Tar Roads & Walks	1,000.00	966.78		33.22
New Equipment	5,000.00	4,983.92		16.08
Out of State Travel	150.00			150.00

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	Available	Expended	Encumbered or Reserved	Balance
<u>Recreation (Continued)</u>				
Park				
Recreation-Salaries and Wgs.	\$8,981.10	\$8,945.39		\$35.71
Other Expense	4,300.00	4,262.47		37.53
Busses to Swimming Pool	2,000.00	1,845.00		155.00
Program for Retarded children	300.00	204.72		95.28
Hallowe'en	750.00	648.86		101.14
Out of State Travel	150.00	105.64		44.36
Total Recreation	182,452.19	178,798.10	192.08	3,462.01
<u>Celebrations</u>				
Memorial Day				
Decorate Graves Union Soldiers	400.00	346.24		53.76
World War I - Barracks 1167	200.00	200.00		
" " II - Maint. Memorial	100.00	85.00		15.00
Band	300.00			300.00
American Legion Post 90	300.00	300.00		
Veterans Foreign Wars	400.00	400.00		
Disabled American Veterans	50.00	10.00		40.00
Christmas Lighting				
City Hall	600.00	289.92		310.08
Memorial Building	75.00			75.00
Park Dept.	200.00	145.85		54.15
Main Street	550.00		550.00	
Draftees Recognition	100.00	100.00		
Total Celebrations	3,275.00	1,877.01	550.00	847.99
<u>Pensions</u>				
Non-Contributory	127,924.23	125,191.32	1,823.41	909.50
Contributory	119,390.00	119,390.00		
Total Pensions	247,314.23	244,581.32	1,823.41	909.50
<u>Public Service Enterprises</u>				
Water Maintenance	91,223.68	90,527.89		695.79
Water Construction	22,075.76	21,563.15		512.61
Water Inside Services	10,543.86	9,050.48		1,498.38
Total Public Service Enterprises	123,843.30	121,141.52		2,706.78
<u>Cemetery</u>				
Salaries and Wages	51,468.82	51,220.45		248.37
Other Expenses	6,884.34	6,846.10		38.24
New Equipment	1,025.00	722.48		302.52
Grave Liners	3,444.00	3,441.45		2.55
Out of State Travel	150.00	78.25		71.75
Drain and Fill Pond	543.80		543.80	
Road Construction	4,123.03		4,123.03	
Loam and Fill	256.00	207.90	48.10	
Total Cemetery	67,899.99	62,516.63	4,719.93	663.43
<u>Municipal Indebtedness</u>	130,000.00	130,000.00		
<u>Interest</u>	36,970.00	36,002.12		967.88
<u>Unclassified</u>				
Veterans Quarters Rentals				
American Legion	1,000.00	1,000.00		
Veterans Foreign War	700.00	700.00		
Amvets	400.00	400.00		
Disabled American Veterans	25.00			25.00
Claims	1,382.10	1,382.10		
Insurance	24,000.00	23,034.84	965.16	
Ell Pond Improvement	10,000.00	8,325.51		1,674.49
Print City Reports	600.00	578.62		21.38

REPORT OF CITY AUDITOR

SCHEDULE B APPROPRIATIONS AND EXPENDITURES FOR YEAR ENDING DECEMBER 31, 1963

	<u>Available</u>	<u>Expended</u>	<u>Encumbered or Reserved</u>	<u>Balance</u>
<u>Unclassified</u> (Continued)				
Land Taking				
Between Main & Albion Sts.	\$3,573.65	\$2,477.00	\$1,096.65	
924-926 Main St.	29,100.00	28,887.09	212.91	
235 East Foster St.	30,600.00	30.85	30,569.15	
Alterations Beebe Sch.Old Bldg	6,000.00		6,000.00	
East Side Fire Station	2,000.00	2,000.00		
Preliminary Study				
Site Development-Franklin Sch.	5,000.00		5,000.00	
Total Unclassified	114,380.75	68,816.01	43,843.87	1,720.97
<u>Bills Payable</u>	23,054.50	21,895.77		1,158.73
<u>Court Judgments</u>		60,400.00	60,400.00*	

REPORT OF CITY AUDITOR

SCHEDULE C

Miscellaneous Expenditures

<u>Account</u>		<u>Amount</u>
Temporary Loans Paid		\$2,100,000.00
County Dog Tax		3,552.00
State and County Assessments:		
Metropolitan: Park	\$71,471.64	
Sewer	182,537.49	
Water	88,830.24	
State: Air Pollution	706.58	
Audit	5,406.50	
Retirement System	187.20	
Group Insurance Commission	11,936.70	
County: Tax	202,665.99	
Tuberculosis Hospital	<u>50,942.23</u>	-614,782.62
Trust Funds		
Cemetery Perpetual Care and Flower		6,254.02
Library - Duplicate Fund		13,926.88
Paid to Fund: Perpetual Care	12,207.00	683.97
Sale of Lots	2,852.00	
Workmens Compensation	3,033.58	
Stabilization	<u>103,370.75</u>	121,463.33
From Federal Funds For Welfare:		
Administration	20,104.45	
Old Age Assistance	128,111.58	
Medical Aid	129,543.92	
Aid to Dependent Children	34,877.44	
Disability Assistance	<u>15,714.31</u>	328,352.20
School Revolving Funds:		
Lunch Program	108,837.65	
Physical Education	<u>38,471.11</u>	147,308.76
From Federal Funds for Education		
Public Law 874	56,883.91	
Public Law 864	<u>2,092.16</u>	58,976.07
Refunds:		
Guarantee Deposits	8,113.93	
Abated Taxes, etc.	30,190.13	
All Others	<u>1,517.24</u>	39,821.30
Employees Deductions		635,473.13
Tailings		1,003.30
School Construction - Non Revenue		<u>202,428.74</u>
TOTAL		<u><u>4,274,096.32</u></u>

REPORT OF CITY CLERK

January 6, 1964

To His Honor, the Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

The report of the city clerk's department for the year 1963 follows:

The amounts received by the city clerk for fees for official services from January 1, 1963, to December 31, 1963, were as follows:-

For recording and indexing fishing, hunting, sporting and trapping licenses	\$ 142.25
For recording and indexing dog licenses	443.00
For recording marriage certificates	638.00
For licenses to keep and store gasoline and other inflammable materials, and for filing certificates of registration of such licenses	2,718.00
For miscellaneous licenses	550.50
For copies of records, etc.	2,260.95
For filing financing statements and copies of security agreements	<u>2,070.00</u>
Total receipts	\$8,822.70
Less refunds	265.00
Total net receipts paid into city treasury	<u>\$8,557.70</u>

The sum of \$3,967.00 was received for dog licenses issued from January 1, 1963, to December 31, 1963, in the following numbers and amounts:

For 820 male dogs at \$2.00 each	\$1,640.00
*For 126 female dogs at \$5.00 each	625.00
*For 827 spayed female dogs at \$2.00 each	1,652.00
For one kennel license at \$50.00	<u>50.00</u>
Total received for dog licenses	\$3,967.00

*One female dog license and one spayed female dog license were issued without charge for seeing-eye dogs.

Of the amount received for dog licenses, as above \$3,524.00 was paid to the County of Middlesex, and \$443.00, representing the city clerk's fees, was paid into the city treasury.

REPORT OF CITY CLERK

The sum of \$2,458.75 was received for fishing, hunting sporting and trapping licenses issued from January 1, 1963, to December 31, 1963, in the following numbers and amounts:-

Resident citizen fishing licenses, 305 at \$4.25 each	\$1,296.50
Resident citizen hunting licenses, 131 at \$4.25 each	556.75
Resident citizen sporting licenses, 51 at \$7.25 each	369.75
Resident citizen minor fishing licenses, 43 at \$2.25 each	96.75
Resident citizen female fishing licenses, 34 at \$3.25 each	110.50
Resident citizen trapping license, 1 at \$7.75	7.75
Special non-resident citizen fishing license, 1 at \$4.25	4.25
Non-resident fishing license, 1 at \$8.75	8.75
Duplicate licenses, 5 at 50¢ each	2.50
Resident citizen (over 70) sporting licenses, 40 (free)	00.00
Deer stamps (bow and arrow), 5 at \$1.10 each	5.50
Total	\$2,458.75

Of the above amount, \$2,316.50 was paid to the Commonwealth of Massachusetts, Division of Fisheries and Game, and the balance of \$142.25, representing the city clerk's fees, has been paid into the city treasury.

VITAL STATISTICS

Births Recorded

Children born in Melrose of Melrose parents	277
Children born outside of Melrose of Melrose parents	268
Children born in Melrose of non-resident parents	728
Total number of births recorded	1,273

Marriages Recorded

Both parties residents and solemnized in Melrose	46
Both parties residents and solemnized elsewhere in state.	18
Both parties residents and solemnized out of state	1
One party resident and solemnized in Melrose	88
One party resident and solemnized elsewhere in state ...	120
One party resident and solemnized out of state	4
Both parties non-residents and solemnized in Melrose	14
Total number of marriages recorded	291

Deaths Recorded

Melrose residents occurring in Melrose	187
Melrose residents occurring elsewhere	112
Non-residents occurring in Melrose	151
Non-residents occurring elsewhere and buried in Melrose .	1
Total number of deaths recorded	451


Raymond H. Greenlaw, City Clerk

REPORT OF TREASURER AND COLLECTOR

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the Revised Ordinances, I hereby submit my report as City Treasurer and Collector for the year 1963.

CITY TREASURER

CASH STATEMENT FOR THE YEAR 1963

Cash, January 1, 1963

Revenue	\$314,643.29	
Securities	596,625.00	
Non-Revenue	87,706.26	
Securities	<u>99,304.00</u>	\$ 1,098,278.55

Receipts, Jan. 1, 1963 to Dec. 31, 1963

Revenue	9,903,905.11	
Non-Revenue	<u>47,860.61</u>	<u>9,951,765.72</u>
		<u>\$11,050,044.27</u>

Payments, Jan. 1, 1963 to Dec. 31, 1963

Revenue	10,319,111.09	
Non-Revenue	<u>202,498.74</u>	\$10,521,609.83

Balance, Cash December 31, 1963

Revenue	496,062.31	
Non-Revenue	<u>32,372.13</u>	<u>528,434.44</u>
		<u>\$11,050,044.27</u>

LOAN IN ANTICIPATION OF TAXES

Authorized by Aldermanic Order #14272	\$ 1,600,000.00
Authorized by Aldermanic Order #14272A	<u>500,000.00</u>
	2,100,000.00
Notes paid in 1963	<u>2,100,000.00</u>
Balance due in 1964	\$ 00.00

TAX TITLE ACCOUNT

Balance, January 1, 1963	1,884.92	
Added during 1963	<u>200.20</u>	2,085.12
Redemption and Foreclosure	1,306.89	
Balance, December 31, 1963	<u>778.23</u>	2,085.12

REPORT OF TREASURER AND COLLECTOR

FUNDS HELD BY THE CITY TREASURER

CEMETERY FUNDS

PERPETUAL CARE

PRINCIPAL ACCOUNT

SECURITIES

January 1, 1963	\$369,028.90	\$369,028.90
December 31, 1963	379,235.90	379,235.90

INCOME ACCOUNT

RECEIPTS

January 1, 1963	2,889.14	
Income from Securities	<u>14,958.39</u>	17,847.53

PAYMENTS

Melrose Trust Company Box Rent	10.00	
Registered Mail Charges	.98	
City of Melrose Income	<u>14,000.00</u>	
Balance, December 31, 1963	<u>3,836.55</u>	17,847.53

SECURITIES IN FUND

BONDS

American Tel. & Tel. Co.	Dec. 1970	2-3/4	4,000.00
American Tel. & Tel. Co.	Aug. 1980	2-3/4	2,000.00
Arkansas Power & Light Co.	Oct. 1974	3-1/8	2,000.00
Atchison, Topeka & Santa Fe Ry.	Oct. 1995	4	6,000.00
Bell Telephone Co. of Penna.	May 2001	4-3/4	10,000.00
Boston Edison Co.	Dec. 1970	2-3/4	15,000.00
Boston & Albany R. R.	Aug. 1978	4-1/4	8,000.00
Brooklyn Union Gas Co.	July 1976	2-7/8	5,000.00
Central Maine Power Co.	May 1976	2-3/4	10,000.00
Central Maine Power Co.	Oct. 1970	3-1/2	5,000.00
Central Vermont Public Service Co.	Feb. 1975	2-3/4	13,000.00
Chesapeake & Ohio R. R.	May 1996	3-1/2	5,000.00
Connecticut Light & Power Co.	Oct. 1980	3	7,000.00
Cons. Edison Co. of N. Y. Inc.	Apr. 1977	2-5/8	6,000.00
Cons. Edison Co. of N. Y. Inc.	June 1988	4	5,000.00
Georgia Power Co.	Apr. 1983	3-3/4	3,000.00
Illinois Central Ry.	Aug. 1980	3-1/4	3,000.00
Louisville & Nashville R. R.	Apr. 2003	2-7/8	7,000.00
Metropolitan Edison Co.	Mar. 1982	3-1/4	2,000.00
Michigan Bell Telephone Co.	Aug. 1994	4-7/8	5,000.00
Montana Power Co.	Oct. 1975	2-7/8	1,000.00
New Jersey Bell Telephone Co.	July 1988	3-1/8	2,000.00
New York Central Hudson River R. R.	Oct. 2013	4-1/2	3,000.00
Niagara Mohawk Power Co.	Aug. 1984	3-1/8	10,000.00
Northern Indiana Public Service Co.	Aug. 1973	3-1/8	8,000.00
Ohio Edison Co.	Apr. 1969	4-1/2	5,000.00
Ohio Power Co.	Jan. 1983	3-3/8	2,000.00
Pacific Gas & Electric Co.	June 1974	3	5,000.00
Pacific Gas & Electric Co.	Dec. 1979	3	5,000.00
Pacific Tel. & Tel. Co.	Dec. 1985	2-3/4	2,000.00
Pacific Tel. & Tel. Co.	Oct. 1987	3-1/8	4,000.00
Pacific Tel. & Tel. Co.	Mar. 1978	3-1/4	2,000.00
Pennsylvania Power Co.	Feb. 1982	3-1/4	2,000.00
Pennsylvania R. R.	June 1965	4-1/2	3,000.00
Pennsylvania Electric Co.	June 1976	2-3/4	4,000.00
Public Service Co. of N. H.	Jan. 1973	3-1/4	5,000.00
Southern Pacific Co. Oregon Lines	Mar. 1977	4-1/2	5,000.00
Southern Pacific R. R.	Jan. 1996	2-3/4	5,000.00
Standard Oil Co. of California	July 1983	4-3/8	5,000.00
Standard Oil Co. of Indiana	Oct. 1983	4-1/2	5,000.00
Toledo Edison Co.	Apr. 1977	2-7/8	3,000.00
Union Electric Co. of Missouri	Sep. 1990	4-3/4	10,000.00
U. S. Treasury Bonds	Feb. 1990	3-1/2	6,000.00
U. S. Treasury Bonds	Nov. 1998	3-1/2	3,000.00
U. S. Treasury Bonds	Aug. 1964	5	10,000.00
Virginia Railway Co.	May 1955	3	5,000.00
Wisconsin Public Service Co.	Jan. 1971	3-1/4	5,000.00
Wisconsin Power & Light Co.	Aug. 1971	3-1/4	<u>5,000.00</u>
			\$253,000.00

REPORT OF TREASURER AND COLLECTOR

STOCKS

SHARES

First National Bank of Boston	225	\$ 7,137.50
National Shawmut Bank of Boston	150	4,212.50
New England Merchants National Bank	143	4,044.00
Newton-Waltham Bank & Trust Company	89	3,062.50
State Street Bank & Trust Company	381	9,292.50
		<u>27,749.00</u>

CO-OPERATIVE BANK SHARES

Concord Co-operative Bank	20	4,000.00
Melrose Co-operative Bank	100	20,000.00
Merchants Co-operative Bank	20	4,000.00
Middleboro Co-operative Bank	20	4,000.00
Peabody Co-operative Bank	30	6,000.00
Stoneham Co-operative Bank	40	8,000.00
		<u>46,000.00</u>

SAVINGS BANKS

Malden Savings Bank		5,000.00
Melrose Savings Bank		31,486.90
Suffolk Franklin Savings Bank		5,000.00
Warren Institution for Savings		1,000.00
Provident Institution for Savings		10,000.00
		<u>52,486.90</u>

TOTAL INVESTMENTS:

379,235.90

COYLE PERPETUAL FLOWER FUND (Melrose Savings Bank \$500.00)

Income received	20.63	
Paid, City of Melrose		20.63

OSCAR F. FROST FUND (Melrose Savings Bank \$1184.63)

Income received	48.83	
Paid, City of Melrose		48.83

WYOMING CEMETERY FUND (Melrose Savings Bank \$7219.25)

Income received	232.69	
Paid, City of Melrose		232.69

LIBRARY FUNDS

WILLIAM BAILEY FUND (Melrose Savings Bank \$2500.00)

Income received	103.13	
Paid, City of Melrose		103.13

WILLIAM EMERSON BARRETT FUND (Melrose Savings Bank \$75.00)

Income received	3.10	
Paid, City of Melrose		3.10

HORATIO NELSON PERKINS FUND (Melrose Savings Bank \$500.00)

Income received	20.63	
Paid, City of Melrose		20.63

REPORT OF TREASURER AND COLLECTOR

MEMORIAL BUILDING

JOHN C. F. SLAYTON ORGAN FUND
(\$10,000 U. S. Treasury Bonds 4s Feb. 15, 1980)

Income received	\$400.00	
Paid, John C. F. Slayton Fund		\$400.00

OTHER FUNDS

SARAH E. CHEEVER FUND
(Sewall Woods Park)
(Melrose Savings Bank \$1500.00)

Income received	61.87	
Paid, City of Melrose		61.87

ADELAIDE COLBURN MEMORIAL FUND
(Melrose Savings Bank \$6000.00)

Income received	247.50	
Paid, City of Melrose		247.50

COMMUNITY CIVICS FUND
(Melrose Savings Bank \$50.00)

Income received	2.06	
Paid, City of Melrose		2.06

SARAH E. FITCH FUND
(Melrose Savings Bank \$259.31)

Balance, January 1, 1963	248.98	
Income received	<u>10.33</u>	
	259.31	
Balance, December 31, 1963		259.31

VICTOR A. & NELLIE L. FRIEND FUND
(\$5,000 U.S. Treasury Bonds 4s Feb. 15, 1980)
(Melrose Savings Bank \$677.64)

Balance, January 1, 1963	553.89	
Income received	<u>223.75</u>	
	777.64	
Paid, City of Melrose		100.00
Balance, December 31, 1963		<u>677.64</u>
		777.64

LEVI S. GOULD FUND
(Melrose Savings Bank \$1,000.00)

Income received	41.25	
Paid, City of Melrose		41.25

NORMAN HESSELTINE FUND
(Melrose Savings Bank \$100.00)

Income received	4.13	
Paid, City of Melrose		4.13

OMICRON DELTA SCHOLARSHIP FUND
(248 Shares Eaton & Howard Balanced Fund \$2493.05)
(265 Shares Massachusetts Invest. Trust 2972.05)
(Melrose Savings Bank 100.00)
(Melrose Savings Bank 286.47)
(\$5851.57)

Balance of Income, January 1, 1963	133.65	
Income received	<u>252.82</u>	
	386.47	
Paid, City of Melrose		200.00
Balance, December 31, 1963		<u>186.47</u>
		386.47

REPORT OF TREASURER AND COLLECTOR

DR. WILLIS A. SMITH FUND (Melrose Savings Bank \$1,000.00)

Income received	\$ 41.25	
Paid, City of Melrose		\$ 41.25

STALKER SCHOLARSHIP FUND

Amount in Fund December 31, 1963		13,501.84
American Tel. & Tel. Co.		
Dec. 1970 2-3/4	3,000.00	
Arkansas Power & Light Co.		
Aug. 1978 3-1/8	2,000.00	
Commonwealth Edison Co.		
Mar. 1987 4-1/4	5,000.00	
Montana Power Co.		
Oct. 1975 2-7/8	1,000.00	
Pacific Gas & Electric Co.		
June 1966 3-1/2	1,000.00	
Public Service Co. of N. H.		
Jan. 1973 3-1/4	1,000.00	
Melrose Sav. Bk.-Prin. A/C	\$187.90	
Melrose Sav. Bank	<u>313.94</u>	<u>501.84</u>
		13,501.84

INCOME ACCOUNT

Receipts		
Balance, January 1, 1963	311.02	
Income	<u>452.92</u>	
	763.94	
Payments		
School Department		450.00
Balance, December 31, 1963		<u>313.94</u>
		763.94

MARGARET BAKEMAN WING MEMORIAL AWARD FUND (15 Shares American Tel. & Tel. Co. \$1245.35) (Melrose Savings Bank 114.38) (\$1359.73)

Balance, January 1, 1963	108.93	
Income received	<u>40.45</u>	
	149.38	
Paid, City of Melrose		35.00
Balance, December 31, 1963		<u>114.38</u>
		149.38

ANDREW BURNETT MEMORIAL FUND (Melrose Savings Bank \$2,000.00)

Income received	82.50	
Paid, City of Melrose		82.50

A. C. MARIE CURRIER FUND

Amount in Fund, December 31, 1963		24,538.39
N.Y. Central & Hudson R.R.		
Oct. 2013 4-1/2	2,000.00	
U.S. Treasury Notes		
Aug. 1964 5	10,000.00	
Virginia Electric & Power Co.		
Oct. 1986 4-1/8	5,000.00	
First Natl. Bank of Boston 26 sh	1,067.00	
Charlestown Savings Bank	619.77	
Elliott Savings Bank	647.01	
Malden Savings Bank	829.98	
Melrose Savings Bank	<u>4,374.63</u>	<u>24,538.39</u>

INCOME ACCOUNT

Balance, January 1, 1963	1,665.70	
Income received	<u>1,231.60</u>	
	2,897.30	
Paid, City of Melrose		1,400.00
Melrose Trust Company Box Rent		5.00
Balance, December 31, 1963		<u>1,492.30</u>
		2,897.30

REPORT OF TREASURER AND COLLECTOR

GEORGE EMERSON FUND

(U.S. Treasury Notes 5-Aug. 1964 \$15,000.00)
 (Melrose Savings Bank 16,153.83)
 (\$31,153.83)

Balance, January 1, 1963	\$30,972.71	
Income received	<u>4,181.12</u>	
	35,153.83	
Paid, City of Melrose		\$ 4,000.00
Balance, December 31, 1963		<u>31,153.83</u>
		35,153.83

SALE OF LOTS & GRAVES

(Melrose Savings Bank \$20,219.53)
 (Melrose Co-op. Bank 10,000.00)
 (\$30,219.53)

Balance, January 1, 1963	26,260.31	
Collection	2,852.00	
Interest	<u>1,107.22</u>	
	30,219.53	
Balance, December 31, 1963		30,219.53

STABILIZATION FUND (Melrose Savings Bank \$1,745.73)

Balance, January 1, 1963	13,440.23	
Income, City of Melrose	103,370.75	
Income, Melrose Savings Bank	<u>2,795.36</u>	
	119,606.34	
Paid, City of Melrose		117,860.61
Balance, December 31, 1963		<u>1,745.73</u>
		119,606.34

WORKMEN'S COMPENSATION (Melrose Savings Bank \$7,480.60)

Balance, January 1, 1963	4,197.33	
Income, City of Melrose	3,033.58	
Income, Melrose Savings Bank	<u>249.69</u>	
	7,480.60	
Balance, December 31, 1963		7,480.60

200TH ANNIVERSARY TOWN OF MELROSE (Melrose Savings Bank \$77.10)

Balance, January 1, 1963	74.03	
Income received	<u>3.07</u>	
	77.10	
Balance, December 31, 1963		77.10

MUNICIPAL INDEBTEDNESS

Balance, January 1, 1963	910,000.00	
Bonds paid 1963		130,000.00
Balance due, December 31, 1963		<u>780,000.00</u>
		910,000.00

REPORT OF TREASURER AND COLLECTOR

CITY COLLECTOR RECEIPTS			
TAXES	1958 Poll	\$	4.00
	1959 Poll		2.00
	1960 Poll		6.00
	1961 Poll	\$	12.00
	Personal		7.14
	Real Estate		<u>808.90</u>
			828.04
	1962 Poll		50.00
	Personal		3,442.90
	Real Estate		<u>57,212.88</u>
			60,705.78
	1963 Poll		14,384.00
	Personal		314,966.10
	Real Estate		<u>4,018,030.91</u>
			4,347,381.01
MOTOR VEHICLE EXCISE			
	1955		4.67
	1960		60.83
	1961		514.81
	1962		25,824.38
	1963		<u>482,104.98</u>
			508,509.67
APPORTIONED SEWER			
	1962 Added to Taxes		517.99
	1963 Added to Taxes		10,199.77
	Paid in advance		<u>2,763.00</u>
			13,480.76
APPORTIONED SIDEWALK			
	1962 Added to Taxes		58.00
	1963 Added to Taxes		1,978.76
	Paid in advance		<u>1,653.36</u>
			3,690.12
APPORTIONED STREET			
	1962 Added to Taxes		312.33
	1963 Added to Taxes		16,745.00
	Paid in advance		<u>14,939.15</u>
			31,996.48
WATER BETTERMENT			
	1962 Added To Taxes		96.38
	1963 Added to Taxes		<u>134.00</u>
			230.38
WATER			
	1962 Added to Taxes		726.30
	1963 Added to Taxes		<u>13,913.14</u>
			14,639.44
WATER RATES - GENERAL			224,056.70
FARM ANIMAL EXCISE			9.77
COMMITTED INTEREST			
	1962		446.08
	1963		<u>12,501.72</u>
			12,947.81
GENERAL INTEREST			
	Taxes		1,975.11
	Motor Vehicle Excise		601.81
	Assessments		<u>31.15</u>
			2,608.07
COLLECTOR'S RECEIPTS			1,390.45
MUNICIPAL LIEN CERTIFICATES			1,737.00
BETTERMENT RELEASES			42.00

REPORT OF TREASURER AND COLLECTOR

DEPARTMENTAL ACCOUNTS RECEIVABLE

ESTATE OF DECEASED PERSONS	555.76
HEALTH DEPARTMENT - TUBERCULOSIS	698.57
MEMORIAL BUILDING - RENTAL	2,999.80
POLICE DEPARTMENT - AMBULANCE	2,627.65

PUBLIC WELFARE DEPARTMENT

Aid to Dependent Children	\$22,186.74	
Disability Assistance Adm.	14,917.87	
General Relief	5,680.48	
Medical Aid to the Aged	92,674.94	
Old Age Assistance	<u>47,833.24</u>	183,293.27

PUBLIC WORKS DEPARTMENT

Care of Trees	664.75	
City Hall Rental	1,050.00	
Driveway Deposit	97.73	
Highway Repair	5.00	
Hydrant Rental	11,640.00	
Individual Walks	57.86	
Private Sewer	2,250.52	
Public Works Misc.	888.17	
Traffic Beacons	200.00	
Water Inside Service	<u>2,044.19</u>	18,898.22

SCHOOL DEPARTMENT

Rentals	40.00	
Tuition	<u>33,049.93</u>	33,089.93

VETERANS' BENEFITS & SERVICES	<u>15,513.77</u>
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\$5,481,942.45

Respectfully submitted

John S. Strong
John S. Strong
Treasurer-Collector

REPORT OF FIRE DEPARTMENT

To the Honorable Mayor and Board of Aldermen,
City of Melrose 76, Massachusetts.

Gentlemen:

I respectfully submit the annual report of the Melrose Fire Department for the year 1963.

Organization

The fire department consists of four companies.

Engine Company #1
Engine Company #2
Engine Company #3
Aerial Ladder #1

Personnel

Chief of Department
5 - Captains
7 - Lieutenants
1 - Acting Master Mechanic
43 - Firefighters

Equipment

Maxim 750 gal. pumping engine	Installed 1958
Maxim 750 gal. pumping engine	Installed 1946
Maxim 750 gal. pumping engine	Installed 1946
Maxim 750 gal. pumping engine	Installed 1953
Peter Pirsch aerial ladder	Installed 1935
Dodge Rescue Truck	Installed 1956
Willys brush fire truck	Installed 1954
Dodge Chief's car	Installed 1963
Boat rescue unit fully equipped	
Mack rescue truck	Auxiliary
American LaFrance 750 gal. pumping engine	Auxiliary
Trailer hose wagon	Auxiliary
Trailer lighting plant	Auxiliary
All apparatus fully equipped with emergency and fire fighting tools.	

Hose

Number of feet of 2½" hose	12,900
Number of feet of 1½" hose	7,750
Number of feet of booster hose	3,150
Number of feet of forestry hose	3,300
Number of feet of 2½" dump hose	500
Number of feet of 2½" auxiliary hose	2,100
Number of feet of 1½" auxiliary hose	150
Number of feet of auxiliary booster hose	300
All hose tested for 200 pounds pressure.	

REPORT OF FIRE DEPARTMENT

Hose Condemned 1963

Number of feet of 2½" hose	150
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Alarms and Special Calls

Total number of bell alarms	377
Total number of still alarms	147
Total number of emergency calls	191
Total number of false alarms	73
Apparatus called out of the city	84

Apparatus called out of the city

Malden	56
Wakefield	15
Stoneham	3
Saugus	8
Cambridge	1
Somerville	1

Mutual Aid calls to Melrose

Malden	32
Wakefield	38
Stoneham	14
Lynnfield	1

Inspections

Number of buildings	480
Number of oil burner	305
Number of tanks	90
Number of paint, varnish, etc.	47
Number of liquid gas	18
Number of blasting	81
Number of garage	57
Number of incinerator and burning	137

Permits Granted

Storage of oil	345
Class A inflammables	25
Explosives for blasting	42
Liquid - Bottled gas	22

Extinguishers Refilled

Soda & Acid	190
Foamite	22

REPORT OF FIRE DEPARTMENT

Equipment Used

Number of feet of 2 $\frac{1}{2}$ " hose laid	20,700
Number of feet of 1 $\frac{1}{2}$ " hose laid	15,900
Number of feet of forestry hose laid	6,400
Number of feet of ladders raised	2,932
Number of covers used	52
Number of pounds of CO2 used	229
Number of hours light plant on rescue used ...	21
Resuscitator & inhalator used	15
Number of tanks of oxygen used	30
Gas masks	5
Red Cross heart mask	5
Smoke ejector	29
Pounds of oil dri	138
Total pumping hours of apparatus	50
Gallons of booster water	31,579
Scott air pacs	10
Feet of wire	2,450
Gas indicators	35
Door opener	27
Ladder gun	24
Chain saw	4
Lights	47
Electric pumps	269

Fire Loss Buildings & Contents

Number of buildings damaged	30
Value of buildings	2,057,500.00
Insurance on buildings	787,500.00
Loss on buildings	60,911.50
Insurance paid on buildings	60,911.50
Value of contents	161,000.00
Loss on contents	43,545.25
Insurance paid on contents	43,545.25
Total fire loss- buildings & contents	104,456.75

REPORT OF FIRE DEPARTMENT

Special Works 1963

Awning fires		8
Auto fires		43
Auto accidents		29
Brush fires		201
Building fires		30
Bomb scare		5
Careless smoking		5
Children with matches		5
Chemical leak		1
Chimney fires		7
Dump fires		14
Electrical fires		33
Food on stove		6
False alarms		55
Flooded cellars		203
Frozen sprinklers		7
Garage fires		9
Gasoline fire		1
Gasoline tank leaks		6
Gas leaks		19
Gas stove explosion		1
Gas heaters		1
House fires		26
Heart cases		29
Investigations		68
Incinerators		70
Ice & snow from roof		2
Lightning		5
Man trapped in mud		1
Needless		18
Oven fires		5
Overheated water heater		4
Oil burner fires		59
Peat moss fires		9
Rubbish fires		32
Sprinkler trouble		8
Television fires		3
Unlock auto		31
Water leaks		17
Washing machine fires		5
Woman fall down		3

REPORT OF FIRE DEPARTMENT

Fire Prevention Program

Fire prevention, as always, is well planned and efficiently carried out throughout the year. Again this year through the combined efforts of the Chamber of Commerce and the fire department, the bonfire of Christmas trees at Ell Pond stressed very emphatically to the several hundreds attending the need for fire prevention during the festive season. As is the custom of the fire department, lectures and demonstrations of fire prevention were given not only in the schools but also in different fraternal and industrial organizations as well. Fire is a Necessary evil but through fire prevention programs many persons can learn to use it and control it.

Civil Defense Program

Civil Defense Auxiliary Fire Department again this year has augmented the regular department during several occasions. Many services were also rendered to the citizens of Melrose. Their untiring efforts have given the people of this city a valuable asset. The auxiliary fire department has my sincere appreciation as well as that of the Director of Civil Defense, Mr. Robert Wilson. We both are proud of this organization.

Conclusion

I desire to express my thanks and appreciation to his Honor, the Mayor, to the Honorable Board of Aldermen, and to all other departments for their assistance in all matters pertaining to the fire department. To the officers and men of the department who rendered efficient service at all hours of the day and night, I wish to extend my sincere thanks.

Respectfully submitted,

Sidney C. Field
Chief of the Department.

REPORT OF LAW DEPARTMENT

To the Honorable the Mayor
and the Honorable Board of Aldermen
of the City of Melrose

Gentlemen:

Herewith is submitted the Report of the Law Department of its doings during the calendar year 1963.

A principal part of the day-to-day work of the Law Department has, as in the past, consisted of meetings and conferences with various department heads, including the several committees of the Board of Aldermen and the Mayor, and the research and writing of opinions requested by various departments and the telephonic legal advice given. The subjects involved cover pretty much the entire field of municipal law.

Claims against the City due to alleged defects in public ways, blasting operations and other such functions of the City have been common and have either been compromised, defended in Court or otherwise disposed of. There are a number of such matters pending.

There are several actions by the City in behalf of the Collector and the Welfare Department which are presently pending.

There are several appeals to the Appellate Tax Board for real estate tax abatements which will be heard early in 1964.

Several claims for damages for land takings were disposed of during the year, and some are still pending.

The writer has had the complete cooperation of all departments.

Respectfully submitted,

Thomas J. McCardle
Thomas J. McCardle
City Solicitor

REPORT OF MEMORIAL BUILDING TRUSTEES

To His Honor the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Mass.

Gentlemen:

The Trustees of the Memorial Building submit herewith
their Annual Report for the year 1963.

Respectfully submitted,
ERROL H. TWITCHELL, CHAIRMAN
Harold L. Margeson
Arvid F. Moberger
Charles E. Holt
John A. Lavender

Since the last Annual Report, several interior and exterior improvements have been made to the building, principal of which was the installation of a badly needed new roof which was accomplished during the month of August. Prior to the roofing job, the outside trim was painted, giving the building a fresh appearance in time for one of the most important functions of the year, the Memorial Day Exercises.

Also during the summer months, the main auditorium and the G. A. R. Hall floors were sanded and refinished. New breaker circuits were installed at the main switch box and spotlight outlets, eliminating the old type fuse boxes and potential fire hazards.

The grounds on the north side of the building were brought up to grade and a new sidewalk laid from the rear stage door forward, circling the porch and joining the driveway to Main Street. The final capital outlay was the installation of a new P. A. System, replacing one nearly 25 years old. Christmas music was piped through the outside speakers during Christmas Week to the enjoyment of those passing the building.

In December, Charles E. Holt and John A. Lavender were appointed Trustees to fill the vacancies caused by resignations of Joseph T. Cefalo and Clifford A. Somerville by reason of their elections to the office of Aldermen-at-Large.

Due to a leaking roof that has done severe interior damage over the past years, it is the desire of the Trustees to do as much redecorating as possible during the coming summer.

REPORT OF MEMORIAL BUILDING TRUSTEES

FINANCIAL STATEMENT

SALARIES AND WAGES

Appropriated	\$7374.32
Expended	<u>6296.22</u>

Balance	\$1078.10
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OTHER EXPENSES

Appropriated	\$6000.00
Expended	<u>5738.61</u>

Balance	\$ 261.39
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CAPITAL IMPROVEMENTS

Appropriated	\$2243.90
Expended	<u>1913.95</u>

Balance	\$ 329.95
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Respectfully submitted,
TRUSTEES OF THE MEMORIAL BUILDING


Philip B. Harding
Secretary

REPORT OF PARK COMMISSION

To His Honor, the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Park Commission, comprising John T. Brady, Chairman; John A. Kelly, Edgar A. Perry, Harold W. Poole and Kenneth G. Swindell, Secretary, respectfully presents the Fifty-fourth Annual Report of the Park Department for the year 1963.

It includes detailed reports and financial statements of all accounts compiled by Superintendent of Parks, Sidney C. Field, Jr., and Director of Recreation Elburt P. Fletcher.

The Commission is happy to note total receipts of \$59,471.40 from golf at Mount Hood, representing an increase of \$1,056.15 as compared to the previous year, also a substantial increase in the number of resident family subscriptions.

Major improvements of the course and facilities made during the year were:

- 1 - Reconstruction of 5th and 18th Tees, and work started on 13th and 17th.
- 2 - Road from parking lot to No. 3 Pond resurfaced.
- 3 - Area around 14th Green, 3rd Tee and 11th Fairway filled, loamed and seeded to improve conditions in these areas.
- 4 - Clubhouse painted and inside of George Rogers Memorial Hall painted to improve appearance of Clubhouse in general.
- 5 - New flagstone patio installed in front of Clubhouse.

Notable improvements in other park areas were:

- 1 - 10,000 square feet Sod applied to football field to complete reconstruction began in 1962.
- 2 - Outfield of Little League field at Tremont Street reseeded and sod applied to infield to repair severe damage caused by "winter-kill."
- 3 - New watering system installed on football field.
- 4 - Parkway tennis courts improved by addition of clay and part time instructor.

REPORT OF PARK COMMISSION

- 5 - Swings and see-saws painted at Common, Messengers and Gooch playgrounds. This innovation met with considerable good comment.
- 6 - Purchased used Bus for transportation of children between playgrounds. This replaced old open truck and eliminated possible serious injury to children.
- 7 - New asphalt basketball court constructed at Lincoln School park.
- 8 - With the financial support of the School Department the grandstand at football field was completely repainted.

Continued extensive progress was made on reclaiming the remaining swamp area at Ell Pond and solidifying the base of the open brook from the Parkway to the pond through the hearty support of the Mayor, the Board of Aldermen, and the Public Works Department.

In December the Commission regretfully learned of the resignation of Commissioner Edgar A. Perry after 15 years of outstanding service on the Board. Mr. Philip L. Wadland was appointed and confirmed to succeed him.

In behalf of the Commission, may I express to the Honorable Mayor and the Board of Aldermen, the Public Works Department, the School Department and the Park Department appreciation of their cooperation and the loyal service of all employees.

Respectfully submitted,

for the
MEIROSE PARK COMMISSION

John T. Brady
John T. Brady, Chairman

REPORT OF PARK COMMISSION

Mr. John T. Brady, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1963, together with the financial statement which is part of the report of the Park Department.

1963 ANNUAL REPORT

Interest in recreational facilities and their maintenance was once again increased in 1963. More people, with leisure time, are using our facilities to their maximum and in some instances, such as tennis and basketball, we are still far short of proper areas for these particular sports. Some improvement was made along these lines in 1963 by the addition of an asphalt basketball court at the Lincoln School playground and a more thorough maintenance of the clay tennis courts on the Lynn Fells Parkway. The need for more courts is of utmost importance if we are going to serve the increasing number of Melrose people interested in this fine sport.

TOTAL NUMBER OF SPORTS' DAYS

Skating - Coasting - Skiing

Common Playground Area	49 Days
Conant Playground Area	47 Days
Ell Pond	48 Days
Ell Pond Rink	52 Days
Lebanon Playground Area	44 Days
Lincoln Playground Area	53 Days
Messenger's Playground Area	43 Days
Pond No. 1 - Mount Hood	49 Days
Pond No. 2 - Mount Hood	43 Days
Pond No. 3 - Mount Hood	43 Days
Coasting No. 1 Fairway	57 Days
Ski Tow - (10 Afternoons, 3 Evenings)	13 Sessions

Due to vandalism in 1963 a great many man hours were used which could have been used to greater advantage in the maintenance of our course and Playgrounds. It is hoped in the future, through the cooperation of the citizens of Melrose, that this waste can be avoided.

REPORT OF PARK COMMISSION

PARKS AND PLAYGROUNDS

Due to the extremely dry weather our Park flower displays in 1963 were extremely disappointing. It is the hope of the Park Department that the replacing of our present water connections will eliminate this problem in the future.

As for our playground areas, they were once again used abundantly by our own Recreation Department and the Little League organization in baseball and football. The Field at Tremont Street is coming along extremely well and in another year should be our finest ball field.

There has been a considerable revival in tennis interest and to meet this added demand for better courts a great deal more time was spent on court maintenance. There is considerable room for improvement in our tennis facilities and continued effort will be made by the Park Department along these lines.

The success of our High School Basketball team has been responsible for added interest in basketball and to make more area available an asphalt court was installed at the Lincoln playground. At least three more of these courts are in our plans for the future.

Tryouts for the Little League were held in the Fall of 1963 on Conant, Hesseltine and Common. The above areas were maintained regularly for all Little League baseball, and other games from May through September. The Little League Play-Offs were held at the Conant and Tremont fields this year with a fine turnout of eager fans and parents.

ATHLETIC FIELD AND FIELD HOUSE MAINTENANCE & OPERATION

The most notable accomplishment of 1963 was the development of the High School Football Field as one of the finest fields in the State. Our experimental program of mixing one inch of sand into three inches of existing loam appears to have given us excellent results. The sand additive has eliminated our past mud problem and enabled our teams to play under conditions, during wet weather, that have not existed in the past. It is our fondest hope that the people of Melrose, through their elected officials, allow us to maintain this field in a manner that Melrose deserves.

The addition of the asphalt track has eliminated a great deal of our maintenance in this area and enabled us to spend more time on the field and the bleachers.

Proper landscaping of this area will also enhance its appearance. We plan, with the cooperation of some of our local organizations to begin this program in 1964.

Melrose Grange P of H held its annual picnic at Ell Pond Knoll August 17, 1963 - using the fireplaces and other facilities.

The Firemen's Carnival was held at the Knoll September 6 and 7, 1963
Girls' Track and Field Meet was held on September 8, 1963.

Santa's Parade started at the Athletic Field, December 7, 1963.

REPORT OF PARK COMMISSION

MOUNT HOOD PARK AND GOLF COURSE

At Mount Hood 1963 was a year of transition. Our rates were raised in the Spring bringing a great deal of comment, both pro and con. It has been the opinion of the Park Department that this one decision improved our course more than any other factor in the last few years. Our play was cut by approximately forty per cent (40%). A great many of which were 8, 9 and 10 years old. This made our daily maintenance much easier and allowed far more time for improvement of our facilities. Our resident rates remained stable and a large increase was shown in Melrose family subscriptions which is what we are striving for as long as it remains financially reasonable.

A fertilization program was started in 1963 and this along with improved watering facilities should begin to show results in the near future.

The Easter Sunrise Service of the Nazarene Church was held April 14, 1963 at Slayton Memorial Tower at 6:30 A.M.

On October 25 the 2.6 mile Cross Country Course was laid out for the High School Middlesex Cross Country League. Runners from many cities and towns (approximately 100 boys) took part in this annual event.

The Golf Course opened on the 3rd of April, 1963 and closed after a very successful season on the 9th day of December, 1963. The number of Rounds of Golf played were 25,247 against 83,082 in 1962. Daily play - 4983 Residents, 15,543 Non-residents - Total 20,526.

Sgt. Harold O. Young Post #2394 V.F.W. held its annual golf tournament on Saturday, September 21, 1963.

Jr. J. C. held a Golf Clinic June 14 and 21, and a Tournament held on June 27 and 28.

Kiwanis Fishing Derby held July 27, 1963.

Robert MacLean pulled a four pound, 15", large mouth bass out of No. 1 Pond on Friday, July 5, using plain old every-day worm to take prize catch.

SOURCE OF REVENUE

Daily Golf Receipts	\$ 44,458.00
Golf Subscriptions	11,265.00
Locker Rentals	605.00
Transient Locker, Soap, Towels	143.80
Locker Keys and Lost Cards	12.00
Leases - Northeast and F.A.A.	650.00
Refund - Eastern State	20.77
Electricity	107.57
Fireplace Permits	4.00
Golf Change	75.00
Telephone Commissions	50.20
Ski Tow Receipts	439.25
Hall Rentals	1,685.00
Total	\$ 62,515.59

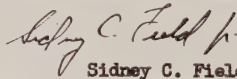
REPORT OF PARK COMMISSION

C O N C L U S I O N

I wish to extend sincere thanks to His Honor the Mayor, to the Honorable Board of Aldermen, the Park Commission and all City Department Officials, and their respective staffs, for their willing cooperation and assistance.

To the men and personnel of the Department I also extend my sincere thanks.

Respectfully submitted,

A handwritten signature in cursive script, reading "Sidney C. Field, Jr.".

Sidney C. Field, Jr.
Superintendent

REPORT OF PARK COMMISSION

FINANCIAL STATEMENT

General Administration - Salaries and Wages

Appropriation	\$ 16,523.32
Appropriation Transfer from "Mt. Hood Memorial Park Receipts"	5,000.00
Appropriation from account of Excess and Deficiency, Free Cash	<u>371.92</u>
	\$ 21,895.24

Expenditures:	
Payrolls	\$ 21,874.26
Unexpended Balance	\$ <u>20.98</u>

General Administration - Other Expenses

Appropriation	\$ 755.00
Expenditures:	
Printing	\$ 11.27
Box Rent - Postage	28.00
Telephone	282.07
Repair and Maintenance Office Equipment	37.50
Office Supplies	56.12
Periodicals and Subscriptions, and Dues	28.87
	\$ <u>443.83</u>
Unexpended Balance	\$ <u>311.17</u>

Athletic Field and Field House - Maintenance and Operation

Appropriation	\$ 2,200.00
Expenditures:	
Agricultural Supplies	\$ 186.00
Electricity	28.52
Repairs and Maintenance-Building	251.96
Water	26.12
Hired Equipment	81.82
Loam and Sod	1,034.01
Paint and Paint Materials	384.57
Hardware, Electrical Supplies, and Small Tools	93.38
Recreational Supplies	57.75
Lumber	55.19
	\$ 2,199.32
Unexpended Balance	\$ <u>.68</u>

REPORT OF PARK COMMISSION

All Other Expenses

Appropriation \$ 7,165.00

Expenditures:

Clothing, Badges, etc.	\$ 9.76
Printing	29.40
Electricity	151.17
Hired Equipment	178.00
Office Supplies	3.00
Repairs-Motor Vehicles	64.50
Repairs - Maintenance Buildings	737.43
Water	317.54
Fuel	522.29
Gas, Oil, Grease	381.82
Tires, Tubes and Repairs	92.50
Batteries	15.95
Automotive Parts and Accessories	549.55
Cleaning Supplies	50.52
Paint & Paint Supplies	394.42
Electrical Supplies	35.32
Small Tools	351.57
Hardware	127.88
Subscriptions	11.95
Recreational Supplies	563.32
Sand and Loam	217.00
Agricultural and Botanical Supplies	335.15
Lumber	584.18
Water Pipes	54.10
Insurance-Automotive	393.05
Tax-Town of Stoneham	3.75
Landscaping and Fencing	675.00
Recreational Equipment	242.15
Meeting Expense	17.25
Storage-Bus	22.50
Cement	26.20
	<u>\$7,158.22</u>

Unexpended Balance \$ 6.78

All Other Salaries and Wages

Appropriation	\$ 49,402.00
Appropriation from account Excess and Deficiency, Free Cash	617.52
	<u>\$ 50,019.52</u>
Expenditures:	
Payrolls	\$49,229.22
Unexpended Balance	<u>\$ 790.30</u>

Christmas Lighting

Appropriation	\$ 200.00
Expenditures:	
Salaries and Supplies	\$ 145.85
Unexpended Balance	<u>\$ 54.15</u>

REPORT OF PARK COMMISSION

Golf Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts"	\$ 45,731.65
Appropriation Transfer from "Ski Tow Maintenance and Operation"	600.00
	<u>\$ 46,331.65</u>

Expenditures:

Salaries and Wages	\$29,566.00
Starter 1st Tee	1,550.00
Police Supervision	12.00
Advertising	55.67
Printing	513.32
Postage	55.91
Electricity	284.59
Laundry	73.12
Hired Equipment	1,315.96
Auto Repairs	265.12
Repair Office Machine	11.40
Repair Building	4.38
Masonry Repair	350.85
Water	17.20
Fuel Oil	9.24
Gasoline, Oil and Grease	629.64
Tires, Tubes and Repairs	322.98
Battery and Battery Repair	53.35
Automotive Parts and Accessories	1,116.89
Cleaning Supplies	4.17
Paint and Paint Supplies	122.58
Electrical Supplies	24.69
Small Tools	117.70
Hardware	76.79
Subscriptions	.98
Loam, Sand and Sod	2,108.61
Agricultural Supplies	2,813.45
Lumber	38.64
Water Boxes, pipes, etc.	146.16
Insurance-Motor Vehicles	307.40
Insurance-Bonds	122.00
Landscaping, Fences, Trees	1,443.51
Medical Examinations	5.00
Tar Ramps	14.70
Tees and Fairways	315.35
New Equipment	1,574.74
Golf Supplies	566.21
Unclassified-Cement and Hose	167.12
	<u>\$46,177.42</u>

Balance to Revert Back to "Mt. Hood Memorial Park Receipts" \$ 154.23

New Equipment

Appropriation	\$ 5,000.00
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Expenditures:

20" Saw	\$ 187.50
Generator	289.50
10" Table Saw	89.99
Reo Bus - 1949	869.13
1-Ton Jeep	2,950.00
Basketball Courts	597.80
	<u>\$ 4,983.92</u>

Unexpended Balance	\$ <u>16.08</u>
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REPORT OF PARK COMMISSION

Operation Recreation Building

Appropriation Transfer from "Mt. Hood Memorial Park Receipts" \$ 10,288.00

Expenditures:

Salaries and Wages	\$ 5,988.80
Fuel Oil and Services	720.85
Janitor and Building Supplies	203.45
Water and Service	37.74
Electricity and Electrical Supplies	249.36
Repairs-Building, Painting Ceiling and Outside Trim	2,278.26
Mats - Men's Locker Room	151.20
Seat Covers	84.00
Advertising	16.66
Landscaping	220.00
	\$ 9,950.32

Balance to Revert Back to "Mt. Hood Memorial Park Receipts" \$ 337.68

Out of State Travel

Appropriation \$ 150.00

Unexpended Balance \$ 150.00

Ski Tow - Maintenance and Operation

Appropriation Transfer from "Mt. Hood Memorial Park Receipts" \$ 1,800.00

Expenditures:

Salaries and Wages	\$ 461.40
Supplies and Repairs	766.75
	\$1,228.15

Balance to Revert Back to "Mt. Hood Memorial Park Receipts" \$ 571.85

Tar Roads and Walks - Mount Hood Park

Appropriation \$ 1,000.00

Expenditures:

Bituminous Concrete	\$ 966.78
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Unexpended Balance \$ 33.22

REPORT OF PARK DEPARTMENT

Mr. John T. Brady, Chairman
and Members of the Melrose
Board of Park Commissioners

Gentlemen:

I hereby submit to the Park Commission my Annual Report for the year 1963.

- 1963 ANNUAL REPORT -

It will be noted in the study of playground attendance that the daily average in all areas showed a decrease as compared with the previous year. This was due to an extremely hot and dry summer which was most acute during the early weeks of the playground program.

However, this caused an extraordinary increase in the number of children seeking transportation to the M. D. C. Pool in Stoneham and the daily average frequently exceeded five hundred. Crowded conditions at the pool often caused the children to wait in line for more than an hour before being allowed in the water.

This emphasizes the need of a serious study to determine the feasibility of construction of a municipal pool, the cost thereof, and public sentiment.

Due somewhat to the favorable weather, the greatly increased interest in the sport and the condition of the courts, tennis participation exceeded all figures in the last decade. Supervision and maintenance of the courts was continued. Play was limited exclusively to Melrose residents and this program was greatly appreciated.

Tennis interest is so great that it was continued at the high school gymnasium throughout the winter months.

Many tennis enthusiasts have urged the expansion of facilities at the Parkway courts and illumination of them for night play. I heartily recommend this improvement.

I would like to express my sincere appreciation to His Honor Mayor Lloyd, the Honorable Board of Aldermen, members of the Park Commission, Melrose Free Press, Public Service Departments, and the many interested citizens who gave their time and effort in the promotion of recreation.

Respectfully submitted,



Director of Recreation

REPORT OF PARK COMMISSION

RECREATION ACTIVITIES & EVENTS FOR 1963

1. Boys' Inter-Church Basketball League.
2. Girls' Inter-Church Basketball League.
3. Boys' Pee Wee and Bantam Ice Hockey League.
4. Melrose Hickory Hawk's ski classes.
5. Adult indoor archery classes.
6. Junior indoor archery classes.
7. Summer playground season, male and female instructor on six playgrounds, female on one area. These playground supervisors are qualified to teach most active and passive games; provide interesting daily programs for all age children. More equipment is being provided to give your youngster a wider variety in his choice of recreation.
8. Melrose Community Players.
9. Tennis program of instruction.
10. Summer daily handcraft program at Coolidge School.
11. Operation of buses to and from M.D.C. Pool in Stoneham.
12. Men's Municipal Softball League.
13. Adult and Junior outdoor archery program.
14. Pee Wee and Bantam contact football.
15. July 4 and Halloween observance.
16. Doll carriage, bicycle, and costume parade.
17. Pet Show.
18. Junior Stamp Club.
19. Women's Bowling League.
20. Stagemobile (Staged by Boston Children's Theater).
21. Senior Citizens Club of Melrose.
22. Program for retarded children.
23. Badminton Club.

REPORT OF PARK COMMISSION

- STUDY OF PLAYGROUND ATTENDANCE -

<u>PLAYGROUND</u>	<u>TOTAL ATTENDANCE</u>	<u>DAILY AVERAGE</u>
Common	6,998	162.7
Conant	4,206	97.8
Gooch	2,613	60.8
Hesseltine	5,249	122.1
Lebanon	3,859	89.7
Lincoln	4,136	96.2
Messengers	5,077	118.1

- COMPARATIVE DAILY AVERAGE -

<u>PLAYGROUND</u>	<u>1961</u>	<u>1962</u>	<u>1963</u>
Common	270.9	230.0	162.7
Conant	94.7	101.4	97.8
Gooch	111.5	98.1	60.8
Hesseltine	121.3	160.7	122.1
Lebanon	89.9	105.0	89.7
Lincoln	88.9	112.6	96.2
Messengers	106.5	132.2	118.1

- HANDCRAFT SHOP ATTENDANCE -

1961	Daily Average	58.4
1962		106.0
1963		93.5

- BUSES TO M.D.C. POOL 1963 -

Daily Average 400-450 for 44 days

REPORT OF PARK COMMISSION

- FINANCIAL STATEMENT 1963 -

SALARIES & WAGES

Appropriated	\$8,981.10
Expenditures	\$8,945.39
Balance	35.71

OTHER EXPENSE

Appropriated	\$4,300.00
Expenditures	\$4,262.17
Balance	37.53

CELEBRATIONS

Appropriated	\$ 750.00
Expenditures	\$ 648.86
Balance	101.14

BUSES TO SWIMMING POOL

Appropriated	\$2,000.00
Expenditures	\$1,845.00
Balance	155.00

DIRECTOR'S OUT OF STATE TRAVEL

Appropriated	\$ 150.00
Expenditures	\$ 105.64
Balance	44.36

RETARDED CHILDREN'S PROGRAM

Appropriated	\$ 300.00
Expenditures	\$ 204.72
Balance	95.28

REPORT OF PERSONNEL BOARD

To His Honor the Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

In compliance with the provisions of Chapter 3, Section 39 of the Revised Ordinances, the annual report of the Personnel Board for the year ending December 31, 1963, is herewith submitted.

1963 was the twelfth complete year for the Board in its administration of the Salary Administration Plan. Nicholas P. Flynn was re-elected Chairman and Kenneth I. Faulkner elected Clerk of the Board during the year. Other members include Raymond E. Campbell who fills the unexpired term of Alden M. Perkins; William C. Huntress, Jr. who fills the unexpired term of Irving Goldenfield, recently transferred out of State, and James J. Fitzpatrick, replacing Paul A. Peters, whose three-year term expired in June.

Since the Salary Administration Plan has been in effect, 1951, eleven hundred Decisions have been made by the Board. During this year, eighty-nine Decisions were submitted including anniversary and six-months step rate increases, promotions, hiring above minimum step, denial and approval of requests for reclassifications, reserve credits for Patrolmen upon appointment as Regular Officers and new classifications to the Plan and denial of multiple step rate increase. Requests were submitted to the Mayor and to the Board of Aldermen in those instances requiring an amendment to the Plan. Of the eleven hundred Decisions made by the Board in the past twelve years, one hundred and five cases required an amendment. Of the one hundred and five amendments, ninety-two were passed by the Mayor and Board of Aldermen as recommended.

Effective July 1st, the Board recommended the reclassification of Police and Fire personnel into newly added groups in the Plan. Also included in this Decision was the Board's recommendation for a longev-ity program for all the employees covered by the Plan.

On the basis of the Mayor's written communication to the Board, a 5% across-the-board increase for all employees excepting Fire and Police, was approved. This became effective October 1st, 1963.

The annual "bench mark" job survey made by the Massachusetts Municipal Personnel Boards Association, of which Melrose is a member, was received and provided valuable information to the Board.

As in the past few years, costs of operation of the Departments were minimized by sharing the office space and telephone charges with the Planning Board.

The members wish to thank the Mayor, Board of Aldermen, Department Heads and the City employees for their cooperation during the past year.

Respectfully submitted,


Nicholas P. Flynn, Chairman

REPORT OF PINE BANKS PARK

To His Honor, The Mayor and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

As superintendent of Pine Banks Park, I herewith submit the following report of the year 1963.

Pine Banks Park was visited and utilized by approximately one hundred and fifty thousand people during the year of 1963. Fire places were in demand far exceeding the supply. On the week-ends the fire places were in constant use from ten o'clock in the morning until the park closed at sunset. Family groups, Church groups, Girl Scouts, Boy Scouts, and many other organizations held their picnics at the park. Parking is still a major problem due to the lack of parking areas.

The lighted softball and two other softball fields were in use every night during May, June, July, and August and the two Little League ballfields were in use from May until August. The ballfield was used by Melrose High School for practice and games during April, May, and June; and also, the Malden High School used the field, as well, for some of their games.

Melrose Y.M.C.A. Baseball League used the ballfield from June until August. Also, Malden High School's Girl Softball Team and Field Hockey Team used the field. Malden Cross Country Track Team used the park for their meets. The Melrose Y.M.C.A. held their annual field day at the park. Malden High School Football Team used the baseball field for practice.

The main avenue flower beds were filled with colorful and beautiful flowers that were grown from seed in the park greenhouse and transplanted by the park employees. These beds were in bloom all during the summer making an attractive entrance to the park.

During the Christmas season, the park was again visited by Santa Claus in the person of the Superintendent. Santa arrived at the park on Sunday, December 14, 1963; and he received over 6,300 children before he departed on December 24th. The Malden Lions Club donated ten boxes of lollypops. The Malden Trust Company donated one box. The Malden Auxiliary Police did an extra fine job in directing traffic, and thanks to them there were no traffic accidents involving the little folk.

A Ford tractor was bought for the park to replace one we had for eighteen years, and also, a new three gang lawn mower was purchased. The house at the entrance had all new gutters put on, and all the buildings at the park were stained and painted by the park employees.

The park zoo was visited by a great number. Two deers were donated by Mrs. Crane from Ipswich, Massachusetts; and a number of rabbits,

REPORT OF PINE BANKS PARK

chickens, and ducks were also donated to the zoo.

The playground was used all summer long by day camps, schools, and families. The duck pond had twenty-five ducks in it this year, and the children had a great time feeding them.

At this time, I want to thank my trustees, my employees, the Malden and Melrose Police and Fire Departments, especially the Malden Auxiliary Police, the Malden Lions Club, and the Malden Trust Company for the lollypops that were donated for distribution at Christmas time, and for all the help they gave to the park in the past year, thus, making it possible for Pine Banks Park to be a favorite recreational center for all to enjoy.

Respectfully submitted,

George F. Gray

Superintendent, Pine Banks Park

REPORT OF PINE BANKS PARK

PINE BANKS PARK

FINANCIAL STATEMENT

Appropriations

City of Malden

Salaries	\$13,603.18	
Ordinary Maintenance	4,023.50	
New Equipment	1,853.00	
Out of State Travel	<u>75.00</u>	
		\$19,554.68

City of Melrose

Salaries	\$14,010.89	
Ordinary Maintenance	3,523.50	
New Equipment	1,853.00	
Out of State Travel	75.00	
Road Resurfacing	504.29	
(Carried over from 1962)	<u></u>	
		\$19,966.68

Total Appropriations for both cities	\$39,521.36
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Expenditures

City of Malden

Salaries	\$13,467.27	
Ordinary Maintenance	4,020.28	
New Equipment	1,853.00	
Out of State Travel	<u>75.00</u>	
		\$19,415.55

City of Melrose

Salaries	\$13,422.66	
Ordinary Maintenance	3,523.50	
New Equipment	1,853.00	
Out of State Travel	75.00	
Road Resurfacing	<u>499.58</u>	
		\$19,393.74

Total expenditures for both cities	\$38,809.29
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Unexpended balances

City of Malden	139.13	
City of Melrose	<u>572.94</u>	<u>712.07</u>

Total expenditures and balances	\$39,521.36
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Dana F. Batting
 Dana F. Batting, Treasurer
 Board of Trustees, Pine
 Banks Park

REPORT OF PLANNING BOARD

To His Honor the Mayor and
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Planning Board held Public Hearings, Regular Monthly and Special Meetings during 1963. The work of the Board has increased in volume due to a continuing study of an immediate and future planning program.

Members of the Board accepted speaking assignments throughout the year in order to inform clubs and organizations about City planning problems and to explain in detail the recommendations contained in the Master Plan Report.

The Board arranged a meeting with representatives of the Boston Regional Planning Project to discuss a regional planning and transportation program that this organization is undertaking during the next three years. It is a joint sponsorship of state and federal agencies that will include 152 cities and towns in Eastern Massachusetts.

Public Hearings were held for two subdivision developments known as Indian Hill Lane and Laurel Street Extension, both were approved by the Board with conditions, the latter subdivision is now under construction.

In March the following officers were re-elected: Claude L. Hanley, Chairman; Donald L. Conn, Vice Chairman; Anna T. Wuest, Clerk.

The Mayor appointed three new members to the Board, LeRoy E. Christie, Philip J. Burne and John E. Buddington to fill vacancies due to resignations of George W. Newhall, Robert S. Clark and Donald L. Conn, respectively. The Mayor reappointed Merion E. Hartzell and Robert A. Pustell for five year terms.

Donald L. Conn, Vice Chairman, resigned as a member of the Board due to conflict of interest legislation that took effect on May 1, 1963. Robert A. Pustell was elected Vice Chairman to replace Mr. Conn.

In May the developer of the Philip Circle subdivision was given an extension of one year within which he must complete this development. The extension was granted because of a delay in city installations of sewer and water pipes due to the necessity of blasting ledge in that area.

The Planning Board received petitions from residents of Quimby Street to have name of said street changed to

REPORT OF PLANNING BOARD

Boston Rock Road so that this street could be a continuation of the present Boston Rock Road. A public hearing was waived as every property owner on Quimby Street signed petitions. The Board voted on May 27, 1963 to change the name of Quimby Street to Boston Rock Road.

In June the Board voted to appoint John E. Buddington as "member authorized to endorse action of the Planning Board on plans where Planning Board approval is not required under provisions of Subdivision Control Laws."

In July a Special Meeting was held to consider the approval of a subdivision known as Flagg Acres, the period of two years time had expired within which the developer is required to file a performance bond with the City Treasurer and complete the development. The Board was willing to grant an extension of time, as the developer had died, providing that a substitute developer, acceptable to the Board, be named and one who would arrange to carry out the conditions imposed thereon.

In August a member represented the Planning Board at a meeting held by the Board of Aldermen relative to the layout and construction of Penny and Dexter Roads.

The Chairman appointed members to three committees to study the development of the Southeastern area of the City, Amendments to Zoning Ordinances, Land Use and Improvement of the Main Street Business District.

Thirty-one Plans Believed Not To Require Planning Board Approval were submitted for endorsement in 1963. Several proposed plans were presented for discussion only.

The Planning Board is most appreciative of the cooperation received from City officials and departments during the past year.

Respectfully submitted,

Claude L. Hanley
CLAUDE L. HANLEY, Chairman
Melrose Planning Board

REPORT OF POLICE DEPARTMENT

January 9, 1964

To, His Honor, The Mayor and
The Honorable Board of Aldermen,
City of Melrose, Massachusetts.

Gentlemen:

In accordance with Section 2-39 of Chapter 2 of the Revised Ordinances, I respectfully submit the Annual Report of the Melrose Police Department for the Year ending December 31, 1963.

Number of Duty Calls	68,506
Number of Telephone Calls	3,770
Number of Radio Calls	2,539
Number of Ambulance Calls	930

ARRESTS FOR THE YEAR 1963

Offenses against the person:

Assault and Battery	4 Males	0 Females
Assault, Dangerous weapon	2 Males	0 Females
Robbery, Armed	4 Males	0 Females

Offenses against the property:

Breaking and entering and larceny	10 Males	0 Females
Larceny	17 Males	0 Females
Damage to property	1 Male	0 Females
Using Motor Vehicle without authority	5 Males	0 Females
Trespassing	1 Male	0 Females

Offenses against Public Order:

Drunkenness	35 Males	2 Females
Traffic Violations	159 Males	41 Females
Motor Vehicle Violations	75 Males	7 Females
Operating motor vehicle under the influence	11 Males	1 Female
Insane	4 Males	9 Females
Non-support	12 Males	0 Females
Violation of Probation	17 Males	0 Females
Vagrancy	3 Males	0 Females
Indecent Exposure	1 Male	0 Females
Illegitimacy	2 Males	0 Females
Default Warrants	5 Males	1 Female
Truancy	1 Male	2 Females
City Ordinance Violations	1 Male	0 Females
Disturbing the peace	3 Males	0 Females
Disorderly conduct	9 Males	0 Females
Dog Law Violations	0 Males	1 Female
Non-payment of Wages	1 Male	0 Females
Carrying Concealed Weapons	2 Males	0 Females
Polygamy	1 Male	0 Females
Runaway	0 Males	1 Female

REPORT OF POLICE DEPARTMENT

Annual Report - Melrose Police Department

Arrests on Warrants	66
Arrests Without Warrants	<u>431</u>
	497
Males	431
Females	66
Minors	30
Delinquents	28
Residents	328
Non-residents	169
Insane Males	4
Insane Females	9
In Court	264
Number of Cases	665
Assisted in Arrests	51
Accidents Reported	497
Ambulances cases	930
Automobiles stopped and warned	347
Automobiles tagged	3952
Banks inspected	4193
Buildings found open	160
Cases investigated	3553
Dead bodies found	2
Defective streets and sidewalks	11
Defective hydrants and pipes	1
Defective wires	4
Disturbances suppressed	1
Dogs killed	2
Fire alarms attended	249
Fire alarms given	28
Fires extinguished without alarm	2
Lanterns Hung in dangerous places	1
Letters delivered	1104
Lost children restored	49
Notices served	4
Sick and injured persons assisted	254
Street lights reported out	124
Street obstructions reported or removed	38
Summonses served	1105
Visits to the libraries	163
Water leaks reported	3
Traffic Duty	17540
Special Messages	400
Extra Duty	103
Dog bites	6
Dead animals	41
Vacant houses inspected	3893
Autos stolen	23
Autos recovered	45
Amount of property recovered in City	\$ 39,469
Amount of property stolen in City	23,895

REPORT OF POLICE DEPARTMENT

Annual Report - Melrose Police Department

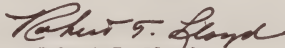
Lost property returned to owner	\$ 52,863
Missing persons reported	7
Missing persons located	2
Gas leaks reported	2

I wish to express my appreciation and thanks to His Honor The Mayor, the Honorable Board of Aldermen and all other City Departments for their assistance and co-operation during the year in all matters pertaining to the Police Department.

I also wish to express my thanks and appreciation to the officers and men of this Department who have rendered efficient and loyal service throughout the year; as well as to commend the School Traffic Supervisors for the fine way in which they have handled the school children at the various crossings.

I further wish to commend the Auxiliary Police and the Auxiliary Radio Unit for their co-operation and loyalty in the past year in sacrificing their time to the extent of 2,265 man hours by 36 members of the Auxiliary force, and in so doing assisted this Department in many assignments throughout the year.

Respectfully submitted,



Robert T. Lloyd
Chief

Melrose Police Department

REPORT OF PROPERTY VALUATION BOARD

To His Honor, the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Property Valuation Board submits, herewith, its annual report for the year 1963. The following parcels of land were disposed of during the year.

<u>Lot No. and Location</u>	<u>Selling Price</u>
Elliott Street - Lot 136	\$ 1,000.00
Maple Street - Lot 1	300.00
Sargent Street - Pt. Lots 26-27	31.80
Spear Street - Lots 1 thru 5	<u>1,050.00</u>
4 Parcels	<u>\$ 2,381.80</u>

Respectfully submitted,

Frank B. McLaughlin Francis A. Zins

John A. Strong
Chairman

REPORT OF TRUSTEES OF PUBLIC LIBRARY

for the
year ending December 31, 1963

TRUSTEES OF THE PUBLIC LIBRARY

Edwin W. Lundquist, Chairman
Elisabeth M. Perkins, Treasurer
Elizabeth C. Hayes
Richard L. Hildreth
Ernest F. Perkins, Jr.
Howard B. Wilder

THE LIBRARY STAFF

Helen Anderson, Librarian
Barbara G. Mason, Assistant Librarian
Margaret M. Lorenz, Cataloger
Rhoda M. Parmenter, Circulation Librarian
Audrey C. Bergmann, Reference and Youth Librarian
Genieve R. Hanks, Highlands Branch Librarian
Marion R. Moberger, Art Librarian
Frances B. Hjerpe, Children's Co-librarian
Elizabeth B. Smith, Children's Co-librarian
Ruth B. Zarella, General Assistant (Catalog Department)
Melba L. Belleau, General Assistant (Desk)
Elizabeth Bernice Griffin, General Assistant (Desk)
Vittoria Eppoliti, General Assistant (Children's Department)
Albert V. Davis, Building Custodian

PART-TIME GENERAL ASSISTANTS

Helen Harmen, Office
Doris B. Pratt, Highlands Branch
Virginia S. Graf, Desk
Irene Turco, Desk
Ruth Pigeon, Desk
Jane C. Walker, Reference
Cornelia Smith, Stack Supervisor
Ann Whitten, Children's Room
Freddy W. deBeurs, Desk
Miriam H. Smith, Art Department
Beverly Levy, Highlands Branch
M. Pearl Rawding, Assistant, Ripley School Branch
Evelyn R. Kehoe, Assistant, Winthrop School Branch

* * * * *

William J. Crowley, Evening Supervisor of Building
William Morash, Evening Supervisor of Building
Francis L. Belleau, Shut-in Delivery and Overdue Book Collection
Sophie T. Ritchie, Helper, Main Building
John W. Murphy, Helper, Highlands Branch
Albert E. Collins, Helper, Ripley School
William Scarborough, Jr., Helper, Winthrop School Branch

REPORT OF TRUSTEES OF PUBLIC LIBRARY

March 5, 1964

To His Honor the Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Trustees of the Library submit their Annual Report for the year 1963.

From February to May the construction of the new wing necessitated the closing of the Library to the public. However, the staff, with the exception of a very few days, worked diligently amid plaster, dust and noise. They packed, sorted, unpacked, and relocated thousands of books and other library materials. Their patience and perseverance will be long and gratefully remembered.

The official opening and dedication of the new wing of the Melrose Public Library took place on Sunday afternoon, June 16, 1963, with appropriate ceremony. Mayor Lawrence W. Lloyd placed the cornerstone containing a box of significant documents.

Invited guests, City officials, and friends of the Library shared a brief and dignified program. The guest of honor was Miss Eleanor Barry, whose father laid the cornerstone of the original building in 1904. The keys were duly presented to the Trustees by the Superintendent of Public Works, George Winters, and accepted by the Chairman of the Trustees, Edwin W. Lundquist. The Mayor delivered an address which was informative and well phrased. The Clergy gave distinction to the beginning and closing of the formal exercises. Then the staff members acted as gracious hostesses in guiding and in explaining the new areas.

Generous and welcome gifts were made to the Trustees by both organizations and individuals to further the work of the expanded services now possible.

Mr. Richard Hildreth was appointed to the Board of Trustees in February to fill the vacancy caused by the resignation of Mr. William Carney. Mr. Hildreth, a High School teacher and lecturer, has added wit and wisdom to the meetings of the Board.

Sincerely,

Edwin W. Lundquist
Chairman of Trustees

March 5, 1964

To the Board of Trustees
Melrose Public Library

THE BUILDING ADDITION COMPLETED

The first three months of 1963 witnessed the completion of the addition to the Library and partial renovation of the old building.

By the end of January the exterior brick work had been steam-cleaned. The windows, ceilings, lights, plastering, painting, and the floors were well along. Metal stacks were installed. With the removal of the temporary wooden wall separating the old and new buildings, work of painting, flooring, installing ceiling and lighting in the original building, began.

By early February it became imperative to close the Library completely. The new circulation desk was placed and the remaining furniture planned.

On March 5 the building was accepted. Immediately the staff went into action on the dusting and moving of the books in small metal trucks. Miss Parmenter, with Mrs. Belleau and Mrs. Griffin, coordinated and placed three separate files of fiction. Mrs. Moberger planned and helped move the Art Department books from the top floor to the main. Mrs. Bergmann, with the help of Mrs. Walker, sorted and helped to place the reference books, magazines and the young adults' collections. The Librarian and Assistant Librarian supervised and helped to move the non-fiction. Mrs. Hjerpe, Mrs. Smith, and Mrs. Eppoliti placed the children's books. Mrs. Lorenz and Mrs. Zarella transferred the cataloging work from the top floor to the ground floor. Mr. Davis, our custodian, was invaluable in dusting, lifting, moving, and planning. Page boys and girls were called in at all possible points, as were our evening workers, Mr. Crowley and Mr. Belleau. The School and Public Works Departments were very cooperative in helping to move large items. The teamwork and the persistent determination of the library staff to see the job through, deserve the highest commendation.

By April 12 practically all the 65-70,000 books were in place. Rather than wait for all the furniture to be received, it was decided the doors should be open to the public on May 6 for borrowing and returning books. Gradually the furnishings came in, until by June 16 the Library was ready for the official dedicatory ceremonies and opening.

In the months from May through December there has been much interest and enthusiasm expressed by the patrons of the Library. Circulation of books has grown - especially in the Children's Department. Many new patrons have registered and people are learning how fortunate Melrose is to have not only a beautiful library building, but one which, it is hoped, will be adequate for a good number of years to come.

The extensive use of the new All-Purpose Room has been gratifying. Among groups meeting there were: Great Books Group, Writers' Workshop, League of Women Voters, Children's Librarians, Greater Boston Public Library Administrators Group, Art Study Group, Community Council, North Shore Library Club and Mrs. Hjerpe's regular story hours.

To the Melrose Free Press we extend sincere appreciation and thanks for the generous cooperation shown for our publicity.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

ART DEPARTMENT: Mrs. Marion R. Moberger

The beginning of 1963 found the Art Department in the process of checking the books which had been shelved in the Livermore Room and getting as many as possible ready for moving onto the open shelves in the new location. From an exceptionally small and inaccessible upstairs hall, the Art Department has been particularly fortunate in its new room in the left front of the addition of the Library.

During the moving time all the art books as well as the music books, scores, and records, along with reference books pertaining to art and music were sorted, dusted, and shelved with appropriate titling. A section of the new shelves was partitioned to hold large prints which have been mounted on thin masonite and are circulated among many residents and teachers. The collection of slides, now numbering over 1,000, was cataloged and put in its new, more accessible file in the Art Room. Similarly, a pamphlet file was procured and the large collection of artists' biographical material was sorted and filed in order, together with a file for record information and music.

There has been a spring and fall meeting of the Citizen's Art Committee to consider and recommend purchases from the Gendrot Fund. Over ninety books have been added to the Art Department shelves because of this bequest, as well as two portfolios of prints, several sets of color slides, and eight art objects, in 1963.

Gifts: The Pond Feilde Club, in memory of Ethel G. Day, presented two record players with earphones for a listening area in the Art Room with a sum of money to add new records to the collection. Over a hundred records were willed to the Library by the late Constance Wade. Mr. Allen Greenleaf has donated many excellent recordings. A fine collection of art books and prints was presented in memory of Sylenda Beebe. A gift of money from the Highlands Woman's Club will be used to get screens for the displaying of paintings, prints, and individual exhibits. A delightful gift was money from a friend for the purchase of cushions for young children to use at story hour times. The Melrose Woman's Club presented a wall clock for the new adult reading room.

It is with much gratitude from the Trustees and Librarians that all these gifts have been received.

The Art Librarian has made posters and displays throughout the Library and has conducted ten (five in the morning and five in the evening) art lectures at the Library. Also she has given art lectures with slides and prints for several Melrose organizations and for the North Shore Librarians. She has cataloged all slides, prints, and art objects; has written publicity notices for the Melrose Free Press, and arranged various displays in the two glass cases, one in the foyer and one in the Art Department.

Thanks to the Gendrot Fund, the collection of books on Fine Arts at the Melrose Public Library is becoming one of the finest among the libraries in this part of New England.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

CHILDREN'S DEPARTMENT: Mrs. Frances B.Hjerpe and Mrs. Elizabeth B.Smith

In the new Children's Department: room for expansion, colorful furniture, light and airy appearance, gay bulletin boards, bright cushions for story hours, and space - all contribute to a feeling of joy in the work.

Between February and May, with the Library closed, books were brought out of storage, cleaned, repaired, relabeled, and placed in proper order on the new shelves. Inventory was taken and circulation and borrowers' records were brought up to date. Worn-out and out-of-date books were discarded and many were sent to be bound.

When the doors were opened on May 6, children flocked in and took out 770 books that first afternoon. In the months June through December, 58,275 books were borrowed over the children's main desk. This was an increase of 18,000 over the same period in 1961, our last normal year. There have also been nearly 700 new children registered. These facts have necessitated hiring extra page girls at the desk in the afternoon, and plans are made to get help for handling requests for information.

Demands on the book collection have been noticeably great in three fields: Science books need to be added to fill the need for science projects in grades 6, 7, and 8. Also biographies of scientists are needed as book reports for Junior High grades. Social studies books are also in great demand. Books about the Civil War and the American Revolution are always out. Biographies of historical people, particularly in the American Revolution period are required by the D.A.R. in their essay contest. Easy-to-read books for the 1st and 2nd graders are in great shortage.

Facilities of the new room: the Junior High School group has seven light-topped tables with colorful chairs, where 28 can be seated for study at one time, adjacent to general reading and reference books. In the area for 4th, 5th, and 6th graders are their book shelves and five tables with bright colored chairs for 20. The Little Folks have an alcove with benches at a sloping-topped table where tiny tots enjoy the picture books and their mothers select books to take home.

Displays have become important with the new glass case and spaces available above the book shelves. With the cooperation of Miss Eleanor G. Evans, Director of Elementary Education, and her principals, of Mrs. Miriam B.Kaplan, Elementary Art Supervisor, Mrs. M. Eileen Vollmar, art teacher at Coolidge Junior High School, who has furnished three exhibits, and other teachers, the schools have contributed a very important part to the interesting features of the children's room. Included in the displays have been mosaics, lettering, soap sculpture, 1st grade drawings, box projects illustrating stories, a feather collection, hand-modeled clay animals, Viking ships, Coolie hats, paintings illustrating the use of water in our life, and various other colorful paintings. Posters, murals, pictorial book reports, three-dimensional figures, and Christmas decorations have also been displayed. There were two exhibits loaned by the New England Dairy and Food Center-one, cowbells from many lands, and another, a large electrified model of a mechanized dairy farm.

The Summer Reading Club theme was "Set Sail for Adventure", with a tiny sailboat moving from island to island as added books were read. 287 were inspired to join, but only 94 read the 10 or more books required to qualify for attendance at the puppet show staged for them by Mrs. Ruth Brand in our All-Purpose Room.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

School deposits: in response to requests from individual teachers from Junior High School grades at Roosevelt School, six deposits of 20 books each were sent from the Children's Room periodically to rotate among the three 7th and 8th grade classes at Roosevelt. Saint Mary's 8th grade teachers have also requested this service and now receive two deposits of 30 books each, periodically.

Deposits of 20 books each, prepared by Mrs. Smith, are sent to each 2nd, 3rd, 4th, and 5th grade classroom in the City. These books rotate every two months.

Group use of the Library: the new All-Purpose Room, adjacent to the Children's Room, has proved a delight for story hours. Since October, Mrs. Hjerpe has conducted a Thursday afternoon program for children of primary school age, with an average of 22 attending, and a Wednesday morning story hour for pre-school children, averaging 20 in attendance.

The Educational Division of the Melrose Mothers' Club met at the All-Purpose Room and heard a talk by Mrs. Hjerpe on books - classics, award books, and new books for Christmas. Lists were given to the group.

Professional meetings: the Children's Librarians attended the Local Children's Librarians' meetings held at the Saugus, Arlington, Wakefield, and Belmont Libraries. In October the Melrose Library played host to this group and gave the librarians a tour of the new addition.

Statistics - Children's Department:

Circulation of Books:

Main desk	58,275	
Schools (charged to teachers)	2,945	
2nd grade uses of classroom deposits	6,350	
3rd grade uses of classroom deposits	7,239	
4th grade uses of classroom deposits	5,341	
5th grade uses of classroom deposits	<u>5,781</u>	85,931
Highlands Branch	19,989	
East Side (permanently closed June, 1963)	7,079	
Ward 7 (corridor bookcase open 3 times a week during school year)	<u>5,382</u>	<u>32,450</u>
Grand total		118,381
<u>Borrowers in Children's Department - grades 1-8</u>		4,881

REPORT OF TRUSTEES OF PUBLIC LIBRARY

CATALOG DEPARTMENT: Mrs. Margaret M. Lorenz

Early in 1963 the cataloging and other technical services departments were moved from the 2nd floor, where they had been sheltered from the upheaval of the building program, to the lower-level new work room. This new room is spacious; there is a large table where books are delivered, unpacked, accessioned and sorted. Adjacent to this work table are the desks and typewriters where all books and records are classified, cataloged, shelf-listed, marked, stamped with the Library seal, covered, furnished with charging cards and pockets, and then shelved.

Once a week the collection of new books and records ready for circulation is moved upstairs to the new book table. A list of these books is sent to the Melrose Free Press, another to the High School Library. The catalog and shelf-list cards for these additions are filed each week. From these weekly book lists the monthly lists are compiled, a cover is designed by Emily Scott, and the whole leaflet is mimeographed for circulation by Mrs. Zarella.

In addition to this routine program, the Cataloger is concerned with improving the dictionary catalog by adding new subject headings, modernizing old terms, and removing obsolete ones. The catalogers are also concerned with keeping a continual process of withdrawing statistics of books which have been discarded because they are obsolete, or lost.

This department is also responsible for a continuing inventory of Library holdings. All of these processes are common to both the children's and the adults' departments.

One special responsibility of the Catalog Department is the upkeep and expansion of the Melrose Historical File, and its index. In it are items describing any activities in Melrose, from very early days to the present - from a historical event to a current program. Mrs. Lorenz would appreciate the interest of Melrose citizens in donating any pertinent items to this collection.

REFERENCE AND YOUNG ADULT DEPARTMENTS: Mrs. Audrey C. Bergmann

Separation of the reference and young adult rooms has proved in the first six months to be very satisfactory. Unfortunately purchase of new books and replacement of old editions has been somewhat restricted by the limitation of book funds.

Growing in popularity is an attractive vertical file corner from which pamphlets and pictures may be borrowed to supplement materials found in books. Many people are becoming aware of its existence and usefulness.

Business services are conveniently located so that patrons may sit in comfort and study their interests. Moody's continues to be our main financial service along with Standard and Poor's Security Stock Guide. Prentice-Hall Federal and State Tax Guides are available, along with Facts on File, an important weekly world news digest, and Congressional Quarterly, the authoritative reference on Congress. Banker & Tradesman is devoted to real estate, while Barrons, Wall Street Journal, Forbes, and the Washington, D. C. National Observer provide current news.

REPORT OF TRUSTEES OF PUBLIC LIBRARY

One finds an unusually fine collection of periodicals in the adult reading room. All should be satisfied - including the alert business man, the retired senior citizen, the busy homemaker, the ardent sports enthusiast, the scholar, or the curious teenager. Several years of back issues are also available. Readers' Guide to Periodicals indexes these and facilitates locating information.

The privilege of tables and chairs in the young adult browsing room has not been abused. The comments have been many and complimentary. The book selection here is carefully considered. 233 titles were added in 1963. Many second copies of adult books are on these shelves in order that the young people may have easy access to important reading of the day.

Book reports are grouped together to help the student as well as the librarian. It is hoped that more teachers in the High School will soon come to realize how important it is to give the Library advance notice of class assignments. When whole classes try to find the same information at the same time without any forewarning to the Library, the librarians and the students become hopelessly frustrated. Of course there have been many thoughtful and cooperative teachers. In such instances we feel that both the School and the Library recognized the benefit.

Space does not permit more detail. Suffice it to say:

"Our pleasure is in giving you what you want."

HIGHLANDS BRANCH: Mrs. Genieve R. Hanks

In 1963 the Highlands Branch circulated about 5,000 more books than it did in 1962. The reason, of course, was the closing of the Main Library from February to May, when many patrons transferred their custom to the Highlands. The monthly average of circulation figures swelled from approximately 3,200 to approximately 5,500. No doubt was left in anyone's mind as to how much the Library meant to many Melrose citizens. Compliments and appreciation were expressed, even though there never seemed to be enough books - 100 less new books were bought during the building year.

Storage of many items from the Main Library became important. The Highlands Library basement proved to be a haven.

Mrs. Doris B. Pratt's part-time work has been increased to a half-time position. Her library experience in both Quincy and Stoneham, together with her efficiency and enthusiasm, make her an invaluable assistant.

Summer Reading Club was well patronized, with about 30 attending the final party in September. The model dairy farm from the New England Dairy Council was popular during December. The big store windows of the Branch have furnished attractive space for exhibits and the advertising of books.

Statistics:

	<u>Adult</u>	<u>Juvenile</u>	<u>Total</u>
Circulation:	22,709	19,989	42,698

REPORT OF TRUSTEES OF PUBLIC LIBRARY

CIRCULATION DEPARTMENT: Miss Rhoda M. Parmenter

Three facts stand out in reporting any figures for 1963:

The Main Library was closed for three busy months - February through April. About 4,500 books were returned through a slot in the back door during that time.

Winthrop School Branch, needed for a classroom, closed permanently in June, the books being returned to merge with the Main collection.

Ripley School has only a corridor collection available three afternoons a week after school.

Lincoln School Branch Library has been closed since 1961.

Despite these factors, the total number of books borrowed in the City was only 13,494 fewer than in 1962. Highlands Branch filled the gap due to closing, admirably, by loaning 5,759 more books than usual.

Due to the larger area to cover, and the increase in circulation in the new building, the department reports several additional part-time assistants: Mrs. Virginia Graf in the mornings; Mrs. Irene Turco, afternoons; and Mrs. Ruth Pigeon evenings and Saturday afternoons, to assist in covering desk routines. Mrs. Griffin, a regular full-time assistant, consequently has opportunity to do more checking of the work of high school girls, and necessary typing.

It also gives Mrs. Belleau, in charge of registration, more time for the increases there. She reports that new adult borrowers numbered 952; withdrawn as inactive, 917; and transfers from juvenile, 189. The total net increase was 224 at the main desk. Individual cards are reregistered every three years.

Through interlibrary loan, Melrose borrowed 10 books and loaned 29.

Shut-ins received a total of 2,310 books.

Hospital patients had 824 books brought to them by volunteer workers. These volunteers, with Miss Phyllis Brown of Public Relations at the Hospital, met at a work-shop coffee hour at the Library, guests of Miss Parmenter, Mrs. Belleau, and Miss Anderson.

Statistics of Circulation:

	1963			1962		
	Adult	Juvenile	Total	Adult	Juvenile	Total
Main Library	108,387	58,275	194,318	98,360	34,768	159,189
Schools		27,656			26,061	
Highlands(12mo)	22,709	19,989	42,698	16,950	20,901	37,851
East Side(6 mo)	807	7,079	7,886	780	9,801	10,581
Ward 7	538	5,382	5,920	261	3,828	4,089
	132,441	118,381	250,822	116,351	95,359	211,710

Statistics of Registration:

	1963			1962		
	Adult	Juvenile	Total	Adult	Juvenile	Total
	11,243	4,881	16,124	10,990	4,696	15,686
Increase:	253	185	438			

REPORT OF TRUSTEES OF PUBLIC LIBRARY

ADDITIONAL PART-TIME HELP

College Students: Virginia Lewis
Delbert Merenda
Mary T. O'Neil

High School Pages:

Eileen Anderson	Mary Ann Kasprzak
Kathleen Avery	Douglas Kelso
Robert Bell	Nancy Lewis
Marilyn Bloom	Christine MacDonald
Judith Brown	Thomas McLaughlin
Barbara Cleveland	Susan Meredith
Jean Fagan	Maureen O'Toole
Peggy Faulkner	Susan Outwater
Susan E. Felt	Susan L. Rosseland
Carolyn Freeman	Lenore F. Schofield
James M. Galiano	Emily K. Scott
Peggy Hahn	Beth Ann Spinney
Stan Harmen	Paul Thistle
Janet Holland	Vivian S. Toney
Beverly F. Jenkins	

LIBRARY STATISTICS ACCORDING TO AMERICAN LIBRARY ASSOCIATION FORM

Name of Library Melrose Public Library
City and State Melrose, Massachusetts
Name of Librarian Helen Anderson
Date of Founding 1871
Population (City Listing) 31,374
Number of agencies Main Library, 1 branch, 1 branch in school
Number of days open during the year (closed for construction 3 mos.) 208
Hours open each week Main Library 63 (10 months); 55 (2 months)
Number of volumes at the beginning of the year 83,031
Number of volumes added by purchase 3,178
Number of volumes added by gift 476
Number of volumes withdrawn 3,811
Number of volumes at the end of the year 82,874
Circulation of books 250,822
Number of registered borrowers 16,124

Respectfully submitted,
Helen Anderson
Librarian

REPORT OF TRUSTEES OF PUBLIC LIBRARY

CREDITS AND DEBITS FROM APPROPRIATIONS AND TRANSFERS

	Credits	Debits	Balance Dec. 31, 1963
Salaries and Wages	\$82,626.45	\$82,346.20	\$280.25
Other Expenses	3,627.00	3,625.71	1.29
Books and Periodicals	4,000.00	10,373.26	.12
Dog Tax	2,373.38		
Transfers (Fines)	4,000.00		
Fuel and Light	4,850.00	4,520.43	329.57
Building and Janitor's Supplies	1,125.00	1,107.60	17.40
Binding	2,300.00	2,300.00	00.00
Highlands Branch Rent	2,000.00	2,000.00	00.00
Out-of-State Travel	150.00	150.00	00.00
	<u>\$107,051.83</u>	<u>\$106,423.20</u>	<u>\$628.63</u>

INCOME AND DISBURSEMENTS FROM TRUST FUNDS OF WHICH THE TRUSTEES OF THE PUBLIC LIBRARY HAVE THE CUSTODY

	Balance Jan. 1, 1963	Income	Disburse- ments	Balance Dec. 31, 1963
Sarah A. Chever Fund	\$978.02	\$40.74		\$1,018.76
Stephen C. Deering Fund	626.47	26.08		652.55
Jabez Dyer Fund	1,613.02	67.21		1,680.23
Sarah E. Odlin Fund	2,319.79	96.66		2,416.45
Lizzie P. Smith Fund	653.00	27.21		680.21
Pierre Gendrot Fund				
Principal	41,597.28			41,597.28
Cumulated Income	3,830.97	1,812.35	1,899.49	3,743.83
	<u>\$51,618.55</u>	<u>\$2,070.25</u>	<u>\$1,899.49</u>	<u>\$51,789.31</u>

INCOME AND DISBURSEMENTS FROM FUNDS IN THE CUSTODY OF THE CITY TREASURER

	Balance Jan. 1, 1963	Income	Disburse- ments	Balance Dec. 31, 1963
William E. Bailey Fund	\$3,684.22	\$103.13	\$149.95	\$3,637.40
William E. Barrett Fund	96.22	3.10		99.32
Horatio N. Perkins Fund	754.54	20.63		775.17
Duplicate Fund	375.27	511.72	683.97	203.02
Fines Account	822.37	4,944.33	4,000.00	1,766.70
Bals. ret'd to Fines				
	<u>\$5,732.62</u>	<u>\$5,582.91</u>	<u>\$4,833.92</u>	<u>\$6,481.61</u>

SPECIAL GIFTS TO THE LIBRARY

	Received	Disburse- ments	Balance Dec. 31, 1963
Pond feilde Club 1/60 bal.	\$13.38		
6/63	365.00		
Melrose Highlands Woman's Club 6/63	50.00	378.38	\$18.22
Gift from a Friend 6/63	170.00	00.00	50.00
	<u>\$598.38</u>	<u>170.00</u>	<u>\$68.22</u>

REPORT OF BOARD OF PUBLIC WELFARE

To His Honor, the Mayor, and
the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The Board of Public Welfare herewith submits its report for the year ending December, 1963.

Respectfully submitted,

WILLIAM J. NEEELY, CHAIRMAN
Woodbury L. Cogswell
Gertrude M. Curtin
Charles F. Kezer
Eileen B. Murphy

There was very little legislation during 1963, other than a revision of the law concerning children's exemptions - the exemption for single children was increased and this reduced the amount of the contribution they are required to make toward the support of their needy aged parents. The assistance budget for all persons not residing in licensed nursing homes was increased 5.1% in September, 1963 in accordance with the law which requires that the assistance budget shall be adjusted whenever the cost-of-living index shows a change of 5%. The settlement laws, which determined fiscal responsibility between the cities and towns and the state, were eliminated in the categories of Old Age Assistance and General Relief as of December 31, 1963. This will facilitate the administration of assistance and put an end to litigation between the various cities over financial responsibility for a family or individual.

MEDICAL ASSISTANCE FOR THE AGED

There were ninety-three applications for Medical Assistance during 1963; seventy-three were approved, twenty were denied or withdrawn. Seventy-eight cases were closed during the year, death being the reason in forty-nine cases. The other twenty-nine cases were closed mainly for the reason that the person was no longer in need of medical care. Quite often an elderly person finds it necessary to have help with a hospital bill and with a nursing home bill during a period of convalescence but he is able to meet ordinary expenses out of income from Social Security and/or private pension when he returns to his own home. There were 116 active cases on the payroll as of December 31, 1963.

OLD AGE ASSISTANCE

There were thirty-nine requests for Old Age Assistance and thirty-six of them were approved; the other three applications were denied. Forty-nine cases were closed; ten recipients died, twenty-one transferred to Medical Assistance when it became necessary for them to enter a nursing home or chronic hospital; seven cases transferred to other cities; the remaining cases became self-supporting because of increased resources.

REPORT OF BOARD OF PUBLIC WELFARE

There were 178 cases on the Old Age Assistance payroll at the end of December, 1963.

AID TO FAMILIES WITH DEPENDENT CHILDREN

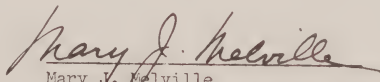
The title of this category of assistance was changed by the Legislature to conform with the Federal Social Security law and to express the broader scope of the program. Families of unemployed workers are eligible for assistance under certain conditions, but this has not had much impact on the caseload in Melrose. Most of the applications have come from families where the father is not in the home and is contributing only partial support, if any. There were twenty-seven applications during 1963; nineteen were approved and eight denied or withdrawn. Seventeen cases were closed - in five cases the husband resumed full support, four women found suitable employment, four cases transferred to other cities, two recipients left the state, one family was in receipt of resources in excess of the amount allowed. Thirty-two families, with 110 children, were receiving Aid to Families with Dependent Children on December 31, 1963.

DISABILITY ASSISTANCE

Twenty-one applications were processed in 1963; fourteen were approved and seven denied. Eight cases were closed- two persons reached age 65 and transferred to Medical Assistance; two recipients died; one person completed a course under the State Department of Vocational Rehabilitation and found suitable employment; two persons improved in health and were no longer disabled under the standards set by the State Medical Review Team. One recipient became eligible for benefits under the Social Security system in an amount large enough to meet his needs. Several other persons qualified and received benefits under the Social Security Disability benefits program, but it was also necessary for them to receive supplementary help under the Disability Assistance category. There were twenty-five cases on Disability Assistance as of December 31, 1963.

GENERAL RELIEF

There were fifty-seven applications approved for General Relief during the course of the year - the application is a less formal process than in the other categories and we do not keep statistics on the number of cases denied or withdrawn. The monthly caseload varied from ten to twenty-two cases, and most cases receive aid for short periods of time or for a single emergency.


Mary J. Melville
Director of Public Assistance

REPORT OF BOARD OF PUBLIC WELFARE

BOARD OF PUBLIC WELFARE, MELROSE, MASS. EXPENDITURES FOR SELECTED YEARS 1945-1963 FEDERAL AND CITY FUNDS COMBINED

	1945	1950	1955	1960	1962	1963
Administration						
Salaries and Other Expenses	9,120.30	17,571.90	25,090.93	33,238.19	32,683.63	37,129.60
Out of State Travel			125.00	150.00		150.00
General Relief	19,882.95	49,988.10	32,476.05	14,946.05	15,671.84	15,971.01
Old Age Assistance	151,375.58	357,992.56	385,328.55	411,731.72	194,274.70	173,884.07
Medical Assistance for the Aged					227,535.25	256,829.64
Disability Assistance			33,755.02	41,774.55	43,755.72	40,109.66
Aid to Families with Dependent Children	14,580.28	35,225.82	27,005.95	38,052.26	49,338.38	58,577.77
TOTALS:	194,959.11	460,778.38	503,781.50	539,892.77	563,259.52	582,651.75

REPORT OF BOARD OF PUBLIC WELFARE

BOARD OF PUBLIC WELFARE, MELROSE, MASS.

SUMMARY OF EXPENDITURES AND REIMBURSEMENTS FOR 1963

	OLD AGE ASSISTANCE	MEDICAL ASST. FOR AGED	AID TO FAMS. DEP. CHILD.	DISABILITY ASSISTANCE	GENERAL RELIEF	ADMINISTRATION	TOTAL - AID & ADMINISTRATION
TOTAL	173,884.07	256,829.64	58,577.77	40,109.66	15,971.01	37,279.60	582,651.75
FEDERAL	126,229.68 72.6%	125,942.55 49.0%	32,032.56 54.7%	14,660.16 36.5%		20,032.05 53.7%	318,897.00 54.8%
STATE	45,804.28 26.3%	90,341.27 35.2%	20,396.68 34.8%	15,272.74 38.1%	4,024.29 25.2%	8,334.34 22.4%	184,173.60 31.6%
RECOVERIES & OTHER REIMB.	2,490.92 *			875.00 2.2%	1,656.19 10.4%		5,022.11 .8%
CITY	640.81 (or)	40,545.82 15.8%	6,148.53 10.5%	9,301.76 23.2%	10,290.53 64.4%	8,913.21 23.9%	74,559.04 12.8%

* Lien and other recoveries exceeded local share.

REPORT OF BOARD OF PUBLIC WELFARE

BOARD OF PUBLIC WELFARE - CITY OF MELROSE

1963 ASSISTANCE PAYMENTS - DIRECT AND INDIRECT EXPENDITURES

	TOTAL	OLD AGE ASSISTANCE	MED. ASST. FOR AGED	AID TO FAMS. DEF. CHILD.	DISABILITY ASSISTANCE	GENERAL RELIEF
TOTAL PAYMENTS	545,372.15 100%	173,884.07 31.9%	256,829.64 47.1%	58,577.77 10.7%	40,109.66 7.4%	15,971.01 2.9%
Average Number of Cases aided each month	360	181	109	30	25	15
DIRECT PAYMENTS (to recipients)	234,159.03	149,846.98	4,520.86	54,428.72	16,862.94	8,499.53
VENDOR PAYMENTS - TOTAL	307,949.13	22,852.13	252,308.78	4,149.05	23,246.72	5,392.45
Hospitals - Acute	43,202.54	6,240.20	26,034.97	1,361.71	2,945.86	3,619.80
Hospitals - Chronic	20,974.72	525.00	14,633.21	-	5,557.91	262.50
Public Medical Inst.	12,969.61	-	9,628.06	-	3,341.55	-
Nursing Homes	186,266.85	143.85	178,209.74	-	7,913.46	-
Out-patient fees	2,256.95	604.05	596.95	293.85	447.89	314.21
Physician's services	8,070.55	2,817.80	4,426.90	325.20	389.65	111.00
Dental Care	3,008.00	1,043.00	503.00	962.00	314.00	186.00
Eye Care	1,457.50	556.50	382.00	279.00	118.00	122.00
Drugs	23,092.23	7,983.63	12,527.60	752.74	1,446.10	382.16
Other (e.g nurse, foot care)	2,334.00	1,352.00	573.00	55.00	348.00	6.00
Misc. (e.g ambulance)	3,017.15	986.10	1,393.65	119.55	423.90	93.55
Burials	1,000.00	600.00	400.00	-	-	-
Maintenance	295.23	-	-	-	-	295.23
Other Cities and Towns	3,263.99	1,184.96	-	-	-	2,079.03

REPORT OF PUBLIC WORKS DEPARTMENT

To His Honor The Mayor
and The Honorable Board of Aldermen
Melrose, Massachusetts, 02176

Gentlemen:

The sixty-fourth annual report of the Public Works Department is herewith submitted.

This department has been greatly assisted in the successful performance of its duties this past year by the close co-operation of His Honor the Mayor, members of the Board of Aldermen, and the various departments of the City.

Credit for this report must be given to the heads of the divisions who have compiled this information and to the loyal employees working under those who have carried out their duties in such an efficient manner.

The Public Works Department is headed by:- George R. Winters
engineer and Superintendant and the following are the divisional assistants

Engineering	Edwin H. King
Highway	John B. Simonds
Sewer	Walter Jones
Water	Walter Olson
Garage	James E. Grover

HIGHWAY

The highway division completed or made considerable progress on the following projects.

Highway Construction

<u>Order</u>	<u>Street</u>	<u>From</u>	<u>To</u>	<u>Lin.Ft.</u>
13396	Cochrane St.	Boardman Ave.	Northerly End	313
13396	Arlington Rd.	Cochrane St.	Easterly	200
13323	Martin St.	Maple St.	Southerly	440
13621	Boston Rock Road	Mt..Vernon Ave.	Boston Rock Rd (formerly Quimby St.)	2400

Chapter 90 Construction

Vinton St.	West Emerson St.	Orris St.	2750
Howard St.	Green St.	Saugus Line	3530

REPORT OF PUBLIC WORKS DEPARTMENT

Highway Maintenance

<u>Street</u>	<u>From</u>	<u>to</u>	<u>Lin.Ft.</u>
Bay State Road	West Street	Saugus Line	1114
Beech Avenue	Meridian Street	Swains Pond Avenue	1520
Berwick Street	Grove Street	West Foster Street	820
Beverly Street	Rowe Street	Porter Street	540
Boardman Avenue	Main Street	Damon Avenue	1083
Botolph Street	Franklin Street	Woodland Avenue	1072
Church Street	Forest Street	Spear Street	420
Clifton Park	Woodland Avenue	Woodland Avenue	750
Crystal Street	Main Street	Melrose Street	824
Emerson Street, East	Main Street	Lincoln Street	2872
Emerson Street, West	Main Street	Tremont Street	1630
Faxon Street	Grove Street	Malvern Street	388
Garden Street	Franklin Street	Melrose Street	350
Hancock Street	Spear Street	Prescott Street	510
Harold Street	Birch Hill Avenue	Goss Avenue	220
Harvard Street	Beech Avenue	Apleton Street	590
Herbert Street	Berwick Street	Myrtle Street	336
Highland Ave., West	Main Street	Ashland Street	1060
Lincoln Street	East Emerson Street	Upham Street	371
Linden Road	Main Street	Lynn Fells Parkway	1229
Nowell Road	Morgan Street	Henry Avenue	1132
Prescott Street	Hancock Street	Temple Street	240
Reading Hill Ave.	Main Street	End	859
South Avenue	Walton Park	Stoneham Line	660
Temple Street	Prescott Street	Beacon Street	212
Walnut Street	Grove Street	Lynde Avenue	86
West Hill Avenue	Botolph Street	Wakefield Line	710

Continuous Walks

B/A order	Street	From	to	Edgestone <u>Lin.Ft.</u>	No.Blks.	Walks <u>Sq.Ft.</u>	Drives <u>Sq.Ft.</u>	Asphalt <u>Sq. Yds.</u>
13135	Sycamore Rd.	72	90			1339.0	220.50	
13467	Ravine Road & West Wyoming Ave.	260	276			2232.0	305.00	
13262	*Trenton Street			245.0	6			259.0

* Asphalt Walk

Individual Walks and Drives

220 Essex Street	132	2	1157.0	322	
95 Boardman Avenue					26.0
99 Boardman Avenue					23.0
51 Malvern Street				36.0	
58 Malvern Street		2		30.0	
64 Malvern Street		2		39.0	
315 West Emerson Street				84.0	
Hospital, Rowe Street		1		240.0	
29 Berwick Road		2		51.0	
63 Boardman Avenue				60.0	
57 Clifford Street				66.0	
97 Otis Street				56.0	
203 West Wyoming Avenue				36.0	
46 Myrtle Street				82.0	
137 Beech Avenue				44.0	

In Addition 12 New Blocks were set on gravel walks.

REPORT OF PUBLIC WORKS DEPARTMENT

Sidewalk Repairs (concrete)

<u>Location</u>	<u>Sq.Ft.Walks</u>	<u>Sq.Ft.Drives</u>
Hurd Street	347	297
Malvern Street	75	
Beech Avenue	784	520
Tappan Street	637	
First Street	500	
West Emerson Street	1760	294
Holland Road	1525	140
Rowe Street	47	25
Renwick Road	325	33
Richardson Road		20
Boardman Avenue	50	44
Lovell Road	250	
Glendale Avenue	68	
Thurston Road	348	82
Orris Street	100	
Wyoming Avenue	50	111
Martin Street	125	
Circuit Street	27	
First Street	430	115
Upham Street	475	
Thirteenth Street	128	
Ashcroft Road	123	
Kingsley Avenue	120	85
West Hill Avenue	150	

Sidewalk Repairs (Asphalt)

<u>Location</u>	<u>Sq.Y ds.Walks</u>
Botolph St. & York Ter.	788
Larchmont Rd.	408
Country Club Rd.	327
Marion Rd.	585
Burrell Street	395
Lincoln St.	224
Porter St.	33
East Emerson St.	276
Sixth St.	163
Grove St.	483
Lake Avenue	76
Willow St.	330
Essex St.	17

Rubbish Disposal

This is still the number one problem with this department. The state has passed a law banning all burning, so all the city collected rubbish is dumped in Saugus. We do however maintain this city dump two days a week for those residents who wish to use it.

Forestry

The department has been busy pruning, spraying and cleaning out dead wood along with taking care of the various complaints. A total of 229 trees were planted on the various streets and 75 trees were removed, 45 of which were diseased Elms.

Ell Pond Park

The work on the Ell Pond area was continued this year mainly consisting of the construction of a base for the culvert in Melrose Street Brook. This stabilization completes the confinement of an area bounded by the brook, the pond, the knoll and Lynn Falls Parkway. Work in 1964 will consist of excavation of one small pocket of peat and grading of this entire area.

REPORT OF PUBLIC WORKS DEPARTMENT

Metered Parking Areas

The metered parking areas were maintained as usual. Lines were repainted, the lots were swept and in the winter cleared of snow. All meters were adjusted and emptied once a week. Meter maintenance both on street meters and parking area meters requires one man on a full time basis in order to keep all meters functioning at peak efficiency. This maintenance man is accompanied by a police officer on Tuesdays and Thursday which are collection days. The unmetered area in the highlands and at the rear of City Hall are also maintained, as are the metered areas.

SEWER AND DRAIN DIVISION

The sewer and drain division under the direction of Walter Jones spent most of its time in 1963 on drainage and sewer maintenance, although there were some sewer constructions as shown in the following tables.

Sewer Construction

B/A order	Location	From	To	Lin Ft.	Size	#Man Holes
13657	Converse Lane	Pleasant St.	Westerly	545.0	8"	5
14191	Holland Rd.	W. Emerson St.	Easterly	175.0	8"	1
12924	Phillips Cr.	Mt. Hood Ter.	Southerly	400.0	8"	4

Private Sewers

Porter St.	At Melrose Hospital	152	6"	2
Sylvan St.	At Sylvan St & Ledgewood Apts	350	6"	2
Meadowview Road	At Bellevue Golf Club	318	6"	2

Surface Drain Construction

Bay State Rd.	Bay State Rd.	Northerly	40.0	*24"	1MH	1CB
Leeds St.	Otis St.	Youle St.	260.0	30"	1MH	5CB
Cochrane St.	Boarman Ave,	Arlinton Rd	300.0	10"	1MH	5CB

* all corrugated pipe

Surface Drain Maintenance

Porter St.	At Melrose Hospital	150	12" Akron Pipe	1MH
------------	---------------------	-----	----------------	-----

Brooks Cleaned

Bay State Rd.	Bay State Rd.	Wakefield Line
Burnett St.	Wheeler Ave.	Grove St.
Grove St.	Burnett St.	Sycamore Rd.
Cascade	Washington St.	Pleasant St.
Gould St.	Gould St.	Converse Lane
Greenwood St.	Highland Sta.	Wakefield Line
Melrose St.	Melrose St.	Rear of Albion St.
Swains Pond Ave.	Malden Line	Swains Pond Ave.
Slayton Rd.	Slayton Rd.	Mt. Hood Golf Course
Meadow	Roosevelt School	

Sewer Maintenance

50 Private Sewer connections	2,250'
23 Street Line Sewer connections	
165 Private sewer blocks	
42 Private sewer blocks outside normal working hours	
7 Private sewer blocks dug up and cleaned of roots	
12 Main Line Blocks	
1120' Total Sewer Laid	
5 Miles Sewer cleaned	
12 Sewer manholes built	
72.00 Miles of sewer in operation	
3070' Of private sewer laid	
7780 Total sanitary house connections	

WATER DIVISION

The water division of the Public Works department is directed by Walter Olson. The following tables show the work done by this division in 1963 and emphasizes the fact that the maintenance or relay part of the water program is far greater than the extension or construction section.

REPORT OF PUBLIC WORKS DEPARTMENT

Main Line Relay

<u>Location</u>	<u>Lin.Ft.</u>	<u>Size and Type of Pipe</u>	<u>From and To</u>
Leeds St.	92	8" C.L.C.I.	Youle St.-Hydrant
West Hill Ave.	242	8" C.L.C.I.	Hydrant-Wake. Line
Boardman Ave.	405	8" C.L.C.I.	Hawes Ave.-Damon Ave.
Martin St.	260	8" C.L.C.I.	Maple St.-Hydrant
Howard St.	154	10" C.L.C.I.	Carlida Rd.-Rght.Way
Forest St.	30	8" C.L.C.I.	Willard St.-Southerly
Willard St.	342	8" C.L.C.I.	ForestSt.-Westerly

Main Line Construction

Ledge St.	58	6" C.I.	33 Northerly
Phillips Circle	400	8" C.L.C.I.	Mt.Hood Ter. Souther.
Boston Rock Road	176	8" C.L.C.I.	Boston Rock Rd.-Bend
Converse Lane	600	8" C.L.C.I.	Pleasant-Groveland Rd.

Fire Services

Mel.Wake.Hosp.off Lebanon St.	154	8" C.L.C.I.	Leb. St.-Hydrant
Mel.Wake.Hosp.off Porter St.	44	8" C.L.C.I.	Porter St.-Line

Gates Set

<u>Location</u>	<u>Set</u>
Chestnut Park	1-6" Kennedy-Hydrant Line
Chestnut Park	1-6" Rensselaer-Mian Line
Pleasant St. at 391	1-6" Kennedy-Hydrant Line
Baxter St. at Cleveland St.	1-6" Kennedy-Hydrant Line
Baxter St. at Cutter St.	1-6" Kennedy-Main Line
Rowe St. at 31	1-6" Rensselaer-Hydrant Line
Rowe St. at 72	1-6" Rensselaer-Hydrant Line
Leeds St. at Youle St.	1-6" Rensselaer-Hydrant Line
Belmont St. at Belmont Pl.	1-6" Kennedy-Hydrant Line
Martin St. at 97	1-6" Kennedy-Hydrant Line
Grove St. at Lebanon St.	1-6" Kennedy-Hydrant Line
Lebanon St. at 561	1-6" Kennedy-Fire Service
Vinton St. at Cypress	1-6" Kennedy-Hydrant Line
Howard St. at Carlida Rd.	1-10" Rensselaer-Main Line
Willard St. at 22	1-6" Kennedy-Hydrant Line
Phillips Circle At bend	1-8" Kennedy Main Line
Ledge St. at 33	1-6" Kennedy-Hydrant Line
Boston Rock Rd. at West End	1-8" Kennedy-Main Line

Hydrants Set

Sewell Woods Road	1-6" Rensselaer
Leeds St. at Youle St.	1-6" Corey
Melrose Wakefield Hospital	1-6" Rensselaer
City Dump	1-6" Corey
Willard St.	1-6" Rensselaer

Hydrants Abandoned

Melrose High School in front	1-6" Corey Returned to Stock
276 East Foster St.	1-6" Corey Returned to Stock

Gates Replaced

Leeds St. at Youle St.	1-6" Rensselaer-Main Line
Baxter St. at Cutter	1-6" Rensselaer-Main Line
Leeds St. at Youle St.	1-8" Kennedy-Main Line
Boardman Ave. at Damon Ave.	1-10" Rensselaer-Main Line
West Hill Ave. at Botolph	1-8" Kennedy-Main Line
West Hill Ave. at 50	1-6" Kennedy-Hydrant Line

REPORT OF PUBLIC WORKS DEPARTMENT

Hydrants Replaced

<u>Location</u>	<u>Size and Type</u>	<u>Replaced</u>
Chestnut St. at end	1-6" Rensselaer	1-4" Chapman
Pleasant St. at 391	1-6" Rensselaer	1-6" Chapman
Baxter St. at Cleveland	1-6" Rensselaer	1-6" Chapman
Belmont St. at Belmont Pl.	1-6" Rensselaer	1-6" Chapman
Main St. at Coolidge School	1-6" Rensselaer	1-6" Chapman
Vinton St. at Cypress	1-6" Rensselaer	1-6" Corey
Vinton St. at Upland Rd.	1-6" Corey	1-6" Corey
Main St. opp Fire Station	1-6" Rensselaer	1-6" Rensselaer
Nowell Road	1-6" Rensselaer	1-6" Chapman
Martin St. at 27	1-6" Rensselaer	1-6" A. P. Smith

General Summary

1234	Linear Feet New Mains Laid
1525	Linear Feet Mains Relaid
3297	Linear Feet New Services Laid
2576	Linear Feet Services Relaid
54	New Services Laid
19	New Services Laid Street Line Only
91	Services in Street Renewed
94	Services in Street Repaired
49	Services in Private Property Renewed
3	Services in Private Property Repaired
78	Services Cleaned
130	Services Turned Off and On various Places
11	Services Abandoned
7716	Water Services
98	Emergency Leaks Investigated
6	Leaks in Main Lines Repaired
437	Curb and Gate boxes cleaned and reset
18	Additional Gates Set
3	Additional Hydrants Set
592	City Hydrants
8	Private Hydrants
164	Gates on Mains
16	Gates Repaired
6	Gates Replaced
10	Hydrants Removed and Reset
35	Hydrants Repaired
589	Hydrants Flushed
35	Fire Services 30 Active
52	New Meters on New Services
7	New Meters Replaced Meters to be repaired
57	Meters Purchased
198	Old Meters Repaired
11	Old Meters Discarded
92	Meters repaired in service
575	Special Meter Readings
7712	Meters in Service

MECHANICAL DIVISION

The mechanical division under the direction of James E. Grover has kept our equipment in working condition. The new equipment fund was exhausted in December with the purchase of two new Load Packer trucks with new ejector type bodies for picking up rubbish, replacing two 1956 Ford trucks with Gar Wood 16 yard bodies. Also a new chassis and cab with telescopic boom attached was purchased to take care of all heavy lifting and loading to be used for relaying pipe and tree removal. A three quarter ton Ford with utility body for the water department was bought to replace a 1956 Chevrolet. A street line marker was purchased for painting center line markings on the streets replacing an obsolete wooden design.

REPORT OF PUBLIC WORKS DEPARTMENT

CITY OF MELROSE Middlesex County, Massachusetts

Location-----7 Miles North of Boston
 Population, January 1, 1963-----31,876
 Number of Voters-----16,236
 Greatest Extent of City, East and West-----2.85 Miles
 Greatest Extent of City North and South-----2.44 Miles
 Valuation of Real Estate-----51,181,600
 Valuation of Personal Property-----3,913,400
 Tax Rate Per Thousand-----82.00
 Area of City:
 Land-----3,079.50 Acres
 Water ----- 35.50 Acres

<u>Street Lighting</u>		<u>Streets</u>	<u>Parking</u>	<u>Total</u>
Number of 1000	Lumen Incandescent Lights ANOH	13,910	24	13,934
Number of 1000	Lumen Incandescent Lights ANUG	48	0	48
Number of 2500	Lumen Incandescent Lights ANOH	756	120	876
Number of 2500	Lumen Incandescent Lights ANUG	12	0	12
Number of 3500	Lumen Incandescent Lights ANOH	852	0	852
Number of 6000	Lumen Incandescent Lights ANOH	240	0	240
Number of 6000	Lumen Incandescent Lights ANUG	120	0	120
Number of 7000	Lumen Incandescent Lights ANOH	540	0	540
Number of 10000	Lumen Incandescent Lights ANUG	12	0	12
Number of 11000	Lumen Incandescent Lights ANOH	0	24	24
Number of 11000	Lumen Incandescent Lights ANUG	24	0	24
Number of 21000	Lumen Incandescent Lights ANOH	84	204	288
Number of 21000	Lumen Incandescent Lights ANUG	1,836	0	1,836

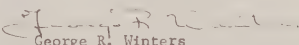
AREA OF PARKS

<u>Location</u>	<u>Area in Acres</u>
Bowden Park	.62
Colby Park	.90
Ell Pond Park	34.41
Horace Mann Park	.60
Lebanon Street Playground	.95
Lincoln School Playground	1.60
Melrose Common	4.40
Messengers Meadow Playground	2.89
Middlesex Falls	225.00
Pine Banks	81.80
Sewell Woods Park	9.00
Conant Park	4.80
Wyoming Cemetery	43.50
Gooch School Playground	.64

Elevation Main Street at City Hall	61 Feet above Mean Tide
Elevation At Franklin Square	55 Feet above Mean Tide

CONCLUSION

The year 1963 brought for the same Mayor problems, but, due to the effort of Mayor Lloyd and the members of The Board of Aldermen along with the continued co-operation of the other City departments most of the areas of concern have been resolved.


 George R. Winters
 Engineer and Superintendent
 Public Works Department

REPORT OF BOARD OF REGISTRARS OF VOTERS

January 6, 1964

To His Honor, the Mayor, and
the Honorable Board of Aldermen,
City of Melrose, Mass.

Gentlemen:

Following is the report of the Board of Registrars of Voters for the year 1963:-

As required by law, the registrars caused lists to be made of all persons twenty years of age and older found to be residing in Melrose on January 1, 1963. The number so listed was as follows:-

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
1,171	1,212	1,133	1,292	1,018	1,173	1,250	1,196	1,602	1,286
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
1,857	1,195	1,203	1,029	1,321	890	19,828			

Concurrently with the annual listing a determination was made of the total population of Melrose as of January 1, 1963, as follows:-

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
1,903	1,957	1,801	2,052	1,508	1,857	1,951	1,687	2,552	2,061
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
2,778	1,835	1,938	1,779	2,210	1,505	31,374			

Lists containing the names of all male persons twenty years of age and older found to be residing in Melrose on January 1, 1963, to the number indicated below, were transmitted to the assessors, as required by law:-

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
532	524	504	597	474	531	559	465	732	590
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
861	532	547	478	626	433	8,985			

Questionnaires were sent to 200 female persons and to 250 male persons for the purpose of determining their qualifications for jury service. From the replies received to these questionnaires 132 female persons and 213 male persons, making a total of 345, were found to be qualified and their names were included in the jury list.

The names of 169 enrolled voters of the Democratic Party desiring appointment as election officers, contained in a list submitted by the chairman of the Democratic City Committee, and the names of 157 enrolled voters of the Republican Party desiring appointment as election officers, contained in a list submitted by the chairman of the Republican City Committee, as authorized by law, were determined by the registrars to be those of persons qualified for such service and were transmitted to His Honor, the Mayor.

REPORT OF BOARD OF REGISTRARS OF VOTERS

Applications to register for voting were received during regular business hours, except during those periods when registration was required by law to cease, and at five special evening registration sessions. During the year the names of 591 persons were added to the general and current annual registers of voters.

The names of 1,143 persons found to be no longer qualified to vote by reason of removal from the city, death or other causes were stricken from the register of voters.

The number of persons whose names were included in the current annual register of voters as of December 31, 1963, was

<u>1-1</u>	<u>1-2</u>	<u>2-1</u>	<u>2-2</u>	<u>2-3</u>	<u>3-1</u>	<u>3-2</u>	<u>4-1</u>	<u>4-2</u>	<u>5-1</u>
981	983	887	1,122	893	991	948	891	1,387	1,090
<u>5-2</u>	<u>6-1</u>	<u>6-2</u>	<u>7-1</u>	<u>7-2</u>	<u>7-3</u>	<u>TOTAL</u>			
1,376	918	1,033	889	1,121	725	16,235			

In addition, 44 residents of Melrose serving in the armed forces, merchant marine or in civilian federal employment outside of the United States, or spouses or dependents of persons so serving, were qualified, either on direct application or on application of kindred, for voting by absent voting ballot at the city election, making the total of duly registered and qualified voters as of December 31, 1963, 16,279.

The ratio of duly registered voters to population is 51.74%.

Signatures on nomination papers of candidates to be voted for at the city election were certified as being those of duly registered and qualified voters of the City of Melrose, signed in the manner prescribed by law, to the number of 3,412.

The names of 2,285 persons contained in petitions for submission to the voters of question relative to issuing bonds for the construction of new school buildings were certified as being those of legal voters of the City of Melrose, signed in the manner prescribed by law.

The names of 3,670 signers of initiative and referendum petitions under the state constitution were certified as being those of duly registered and qualified voters of the City of Melrose, signed in the manner prescribed by law.

The names of 185 persons filing applications for absent voting ballots for the city election, including 110 persons serving in the armed forces, merchant marine or in federal civilian employment outside of the United States, or spouses or dependents of persons so serving, from whom, or in whose behalf, applications were received, were certified as being those of duly registered or qualified voters of the City of Melrose.

REPORT OF BOARD OF REGISTRARS OF VOTERS

The total number of sessions of the board of registrars of voters during the year 1963 was 29.

The sum of \$593.00 was received for 593 copies of the List of Persons, at \$1.00 each, sold during the year.

John F. Flynn
John F. Flynn, Chairman

Paul H. Provandie 2nd
Paul H. Provandie, 2nd

John F. O'Neil
John F. O'Neil

Raymond H. Greenlaw
Raymond H. Greenlaw, Clerk

BOARD OF REGISTRARS OF VOTERS

REPORT OF RETIREMENT BOARD

To His Honor the Mayor and the Honorable Board of Aldermen

The Retirement Board of the City of Melrose submits herewith the report of the financial transactions reflecting the condition of the System on December 31, 1963, together with the results of its operation for the year 1963.

The earnings from our investments are well above the State average. The average earned rate of interest for all retirement systems in the Commonwealth was 3.4%, while the Melrose Board was able to invest their funds with an average earning of 4.10% resulting in a savings to the City of \$17,146.51.

Respectfully submitted,

Arthur M. Goddard Chairman

Robert L. Peterson

Walter Jones Secretary

REPORT OF RETIREMENT BOARD

CONTRIBUTORY RETIREMENT SYSTEM

CITY OF MELROSE Statement of Income and Disbursements for the year ended December 31, 1963

Amount of Ledger Assets Dec. 31, 1962 \$1,084,479.76

INCOME

From Members:			
Regular contributions			
Group A	\$52,928.69		
Group B	<u>27,893.87</u>	80,225.56	
Voluntary additional contributions			
Group A	455.89	455.89	
Re-deposits			
Group A	429.45	429.45	
From Employer:			
Contributions to Pension Fund	115,390.00		
Contribution for expenses	<u>4,000.00</u>	119,390.00	
Pension reimbursements from other systems			
	1,023.51	1,023.51	
From interest:			
-Gross interest on bonds and dividends on stocks less \$538.23 accrued int. on bonds acquired during the year	38,232.23		
-Gross interest on coop. shares	5,401.25		
-Gross interest on deposits in trust companies and banks	<u>1,200.27</u>	44,833.75	
Accrued interest on bonds Dec. 31, 1963			
		8,826.79	
Gross profit on sale of maturity of ledger assets:			
Bonds per schedule 3	7.27	7.27	
Gross Increase by adjustment of ledger assets:			
Bonds by amortization	480.94		
Stocks per schedule 2	<u>9,254.13</u>	9,735.07	<u>265,524.29</u>
TOTAL AVAILABLE RECEIPTS \$1,350,004.05			

REPORT OF RETIREMENT BOARD

Amount Brought Forward

\$1,350,004.25

DISBURSEMENTS

Annuity Payments:

Regular	13,772.63	
Ordinary and accidental disability	2,131.91	
Additional on account of voluntary contributions	113.64	
Payments to beneficiaries of deceased annuitants under Opt. b	1,938.04	
Annuity payments to beneficiaries of deceased annuitants under Opt. (c) and (d)	1,599.18	

Pension Payments:

Option (a)	27,019.14	
Option (b)	80,355.36	
Option (c)	<u>10,747.30</u>	118,121.80

Survivorship Payments:

Option (d)	10,968.86	
Sec. 12B	<u>5,068.54</u>	16,037.40

Disability Pension Payments:

Ordinary	1,269.84	
Accidental	<u>9,327.34</u>	10,597.18

Pension reimbursements paid to other systems

102.30 102.30

Refunds:

Withdrawals from annuity savings funds:	8,176.13	
---	----------	--

Transfers of Members accounts to other systems

1,299.62 1,299.62

Administrative expenses:

Salaries	531.25	
Medical fees	280.00	
Printing and stationery	517.94	
Postage, telephone and express	29.55	
Travel	133.82	
Investment expense, assoc. dues	<u>128.75</u>	1,691.31

Accrued interest on bonds

Dec. 31, 1962	7,845.73	
---------------	----------	--

Gross loss on sale or maturity of ledger assets:

Bonds	128.79	
Stocks	<u>923.68</u>	1,052.47

Gross decrease by adjustment of ledger assets:

Bonds by amortization	229.42	
Stocks per schedule 2	<u>7,397.76</u>	7,697.18

Total disbursements

132,176.62

Balance

\$1,157,827.43

REPORT OF RETIREMENT BOARD

BALANCE SHEET DECEMBER 31, 1963

ASSETS

Book Value of Bonds
Stocks
- Book Value of Cooperative Shares
Deposits in trust companies and
banks not on interest
Deposits in trust companies and
savings banks on interest
Accrued interest on bonds

795,433.28
1,106,276.13

981,879.41

134,000.00

1,174.27

32,000.00

8,326.72

\$1,157,827.43

LIABILITIES

Annuity Savings Fund
Annuity Reserve Fund
Special Fund for Military Service
Pension Fund
Expense Fund

784,271.62

186,897.25

6,803.13

174,600.00

4,241.43

\$1,157,827.43

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD SCHEDULE OF BONDS DECEMBER 31, 1963

<u>Governments</u>	<u>Percent</u>	<u>Due</u>	<u>Book Value</u> <u>Dec. 31, 1963</u>
U.S. Treasury Note	4 3/4	May 1964	10,001.93
U.S. " "	4 3/4	May 1964	30,000.00
U.S. Gov. Series "K"	2.76	Feb. 1967	10,000.00
U.S. Treasury Bonds	3 7/8	May 1968	8,000.00
U.S. Treasury Bonds	4	Oct. 1969	7,967.97
U.S. " "	4	Oct. 1969	9,958.83
U.S. " "	4	Oct. 1969	9,958.83
U.S. " "	4	Oct. 1969	9,958.83
International Bk. for Recon. & Devel.	3 1/2	Oct. 1971	9,899.08
" " " " " "	3	Oct. 1972	9,354.18
The Twelve Federal Land Banks	3 7/8	Sept. 1972	5,980.07
International Bk. for Recon. & Devel.	4 1/4	May 1978	9,904.10
" " " " " "	4 1/4	Jan 1979	10,207.26
U.S. Treasury Bond	4	Feb. 1980	29,928.73
U.S. Gov. Series "G"	4	Aug. 1980	6,024.50
Total Governments			\$167,184.68
<u>Railroads</u>			
Atchison, Topeka & Santa Fe	4	Oct. 1995	5,318.04
Chesapeake & Ohio	4 1/2	Mar. 1992	5,901.13
Chicago, Burlington & Quincy	3 1/8	Aug. 1985	4,015.47
Erie Railroad	3 1/4	Oct. 1964	5,012.18
Great Northern Railway	3 1/8	July 2000	6,962.32
" " " " " "	2 5/8	Jan. 2010	6,772.26
Louisville & Nashville	2 7/8	Apr. 2003	4,943.33
N.Y. Central & Hudson R.R.	3 1/2	July 1997	14,796.19
Northern Pacific	4	Apr. 1997	9,964.07
Reading Co. R.R.	3 1/8	May 1995	5,005.27
St. Louis & San Francisco Rwy.	4	Jan 1997	7,329.73
Southern Pacific Co.	5 1/4	Oct. 1983	10,503.82
" " " " " "	2 7/8	Jan. 1986	5,069.49
" " " " " "	2 3/4	Jan. 1996	5,000.00
Texas & Pacific Rwy.	5	Jan. 2000	3,261.88
Union Pacific Railroad	2 7/8	Feb. 1976	8,750.00
Virginian Rwy. Co.	3	May 1995	5,261.38
Total Railroads			\$113,866.56
<u>Telephone</u>			
American Tel. & Tel.	2 3/4	Apr. 1982	9,844.24
" " " " " "	2 3/4	Feb. 1971	9,252.93
Bell Telephone Co. of Penn.	4 3/4	May 2001	15,398.55
" " " " " "	4 3/4	May 2001	10,265.78
General Tel. Co. of California	4 1/8	Mar. 1988	9,708.89
" " " " " "	4 3/8	May 1993	10,000.00
Illinois Bell Telephone Co.	2 3/4	Jan. 1981	9,932.31
" " " " " "	4 3/8	Mar. 1994	9,890.32
Mountain States Tel. & Tel.	2 5/8	May 1986	4,987.50
" " " " " "	3 1/2	June 1990	9,780.20
New England Tel. & Tel.	3	Mar. 1974	5,132.42
" " " " " "	3 1/4	Dec. 1977	5,000.00
New Jersey Bell Telephone	3 1/8	July 1988	4,531.97
" " " " " "	3 1/8	July 1988	9,063.93
New York Tel. Series D	2 3/4	July 1982	9,800.57
" " " " " "	4 1/8	July 1993	9,628.08
Northwestern Bell Tel.	2 3/4	June 1984	4,729.42
Pacific Tel. & Tel. Co.	3 1/4	Nov. 1979	4,932.74
" " " " " "	2 7/8	Oct. 1986	5,133.19
" " " " " "	5 1/8	Feb. 1993	10,236.70
Southern Bell Tel & Tel Co.	3	July 1979	4,866.70
" " " " " "	2 3/4	Oct. 1985	9,370.61
" " " " " "	2 7/8	July 1987	5,178.09
Total Telephone			\$187,171.14

REPORT OF RETIREMENT BOARD

SCHEDULE OF BONDS DECEMBER 31, 1963 (Continued)

<u>Utilities</u>	<u>Percent</u>	<u>Due</u>	<u>Book Value</u> <u>Dec. 31, 1963</u>
Alabama Power Co.	5	Apr. 1990	4,028.88
Alabama Power Co.	5	Apr. 1990	8,057.76
Arkansas Power & Light	3 1/8	Apr. 1985	5,056.65
Boston Edison Co.	2 3/4	Dec. 1970	4,032.70
" " "	2 3/4	Apr. 1980	5,085.53
Central Illinois Pub. Service	3 3/8	Oct. 1971	4,601.11
Central Maine Power Co.	2 3/4	May 1976	5,052.14
Commonwealth Edison Co.	4 1/2	Mar. 1987	4,927.15
Consolidated Edison Co. of N.Y.	2 3/4	Jun. 1972	4,933.25
" " " " " "	3 3/8	Jan. 1984	5,173.51
Cons. Gas, Elect. Lt. & Pwr. of Baltimore	2 3/4	Jan. 1986	5,047.46
Consumers Power Co.	4 3/4	Oct. 1987	5,394.75
Dallas Power & Light Co.	4 1/2	Feb. 1993	10,083.20
Dayton Power & Light Co.	3	Jan. 1978	9,403.02
Detroit Edison Co.	3 3/8	Nov. 1976	5,160.99
Duguesne Light Co.	2 3/4	Aug. 1977	5,050.99
Georgia Power Co.	4 1/8	Mar. 1988	10,083.66
Houston Power & Light Co.	4 7/8	Aug. 1989	10,094.72
Idaho Power	4 3/4	Nov. 1987	10,589.13
Illinois Power Co.	4	May 1988	4,855.72
Indianapolis Power & Light Co.	2 7/8	Oct. 1979	5,131.92
Jersey Central Power & Light	5	Jul. 1987	5,020.73
Marathon Oil Co.	4 3/8	Apr. 1987	10,132.89
Massachusetts Elect. Co.	4 3/8	Sept. 1992	10,200.00
Metropolitan Edison Co.	4 7/8	Jun. 1987	5,177.88
Mississippi Power & Light Co.	4 1/8	Apr. 1988	5,112.86
Mystic Valley Gas Co.	6	Nov. 1977	5,079.33
N. Y. State Elect. & Gas Corp.	4 5/8	May 1991	15,292.25
Niagra Mohawk Power Corp.	3 1/2	Feb. 1983	3,620.16
Northern Indiana Pub. Service Co.	3 1/8	Aug. 1973	4,048.13
Ohio Edison Co.	3 1/2	May 1985	8,733.34
" " "	4 1/2	Apr. 1989	10,025.90
Ohio Power Co.	3 1/2	Oct. 1968	5,050.34
Pacific Gas & Elect. Co.	2 7/8	Dec. 1980	5,159.35
" " " "	3 3/8	Dec. 1985	5,042.52
Pennsylvania Gas & Elect. Co.	4 1/8	Jun. 1983	5,023.11
" " " "	5	Aug. 1989	10,613.17
Philadelphia Elect. Co.	4 5/8	Sept. 1987	15,330.77
Public Service of New Hampshire	3 1/2	Jan. 1973	5,169.98
Pub. Service Elect. and Gas Co.	2 3/4	May 1980	5,052.64
Southern California Edison Co.	3	Sept. 1965	2,906.42
" " " "	2 7/8	Feb. 1976	4,946.75
Union Electric Co.	4 3/4	Sept. 1990	5,075.65
Wisconsin Power & Light	3 1/2	Aug. 1971	5,114.93
Wisconsin Public Service Corp.	3 1/2	Jan. 1971	4,784.82
" " " "	3 1/2	Jan. 1971	9,569.65
West Penn. Power Co.	3 1/2	Jan. 1966	5,004.79
		Total Utilities	\$307,331.10
<u>Industrial</u>			
United States Steel Corp.	4 1/2	Apr. 1986	9,929.80
		Total Industrial	\$9,929.80
		Governments	\$167,184.68
		Railroads	113,866.56
		Utilities-telephone	187,171.14
		" Other	307,331.10
		Industrial	9,929.80
		Total	\$785,483.28

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD SCHEDULE OF STOCKS DECEMBER 31, 1963

<u>Banks</u>	<u>No. of Shares</u>	<u>Market Value Dec. 31, 1963</u>
Bank of America, San Francisco	157	10,381.63
Chase Manhattan Bank, New York City	106	9,884.50
Chemical Bank - New York Trust, N.Y.C.	137	15,521.00
First National Bank, Boston, Mass.	308	27,720.00
First National City Bank of N.Y.	108	11,713.00
First Penn. Banking & Trust Co.	200	5,975.00
Girard Trust Corn Exchange	100	7,850.00
Irving Trust Co., New York	104	4,875.00
Middlesex County National Bank	288	16,416.00
Morgan Guaranty Trust Co.	132	14,388.00
National Shawmut Bank	220	13,640.00
New England Merchants National Bank	373	19,278.00
Newton Waltham Bank & Trust Co.	75	4,050.00
Security Trust Co., Lynn, Mass.	81	2,916.00
State Street Bank & Trust Co.	134	5,293.00
<u>Insurance</u>		
Firemans Fund Insurance Co.	362	13,575.00
Home Insurance Co.	100	6,625.00
New Hampshire Insurance Co.	200	6,250.00
Total Stocks		\$196,356.13

SCHEDULE OF COOPERATIVE BANK SHARES

	<u>No. of Shares</u>	<u>Book Value Dec. 31, 1963</u>
Beverly Cooperative Bank, Beverly Mass.	10	2,000.00
Cape Cod " " Yarmouthport, Mass.	50	10,000.00
Concord " " Concord, Mass.	30	16,000.00
Hyannis " " Hyannis, Mass.	10	2,000.00
Malden " " Malden, Mass.	80	16,000.00
Mattapan " " Mattapan, Mass.	20	4,000.00
Meeting House Hill " Dorchester, Mass.	30	6,000.00
Melrose Cooperative " Melrose, Mass.	100	20,000.00
Merchants " " Boston, Mass.	20	4,000.00
Middleboro " " Middleboro, Mass.	10	2,000.00
Saugus " " Saugus, Mass.	80	16,000.00
Stonham " " Stonham, Mass.	10	2,000.00
Wakefield " " Wakefield, Mass.	30	16,000.00
Waverly " " Waverly, Mass.	80	16,000.00
Wellesley " " Wellesley	10 (matured)	2,000.00
Total Cooperative Banks		\$134,000.00

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

RETIRED MEMBERS AS OF DECEMBER 31, 1963

<u>Name</u>	<u>Former Position</u>	<u>Date Retired</u>
Ralph Hallahan	Laborer	Oct. 20, 1940
Fred C. Fellows	Call Fireman	Apr. 1, 1946
Eugene F. McCarthy	Foreman	Apr. 3, 1946
George H. Cray	Superintendent	June 1, 1946
Paul V. DeFranco	Patrolman	May 5, 1947
John E. Grace	Laborer	June 30, 1945
Ethel M. Hewson	Secretary	Oct. 1, 1948
George E. Lyons	Patrolman	Sept 25, 1948
M. Eileen Dunlay	Clerk	Sept 15, 1948
Mary E. Ayers	Librarian	Sept 1, 1949
Emily N. Osgood	Secretary	Dec. 1, 1950
Elsie M. Allen	School Nurse	Jan. 1, 1951
Julia A. Sullivan, Ben. of		
Julian T. Sullivan	Working Foreman	Feb. 21, 1951
Charles E. Van Riper	Senior Custodian	Nov. 27, 1951
Fred C. Solberg	Laborer	Feb. 29, 1952
Margaret M. Welch	Senior Clerk	May 31, 1952
Paul W. Watson	Firefighter	Sept 30, 1952
Clifton E. Bain	Firefighter	Nov. 8, 1951
Janette K. Graham	Bookkeeper	Feb. 6, 1953
Mary E. Donovan, Ben. of		
Edward J. Donovan	City Auditor	May 13, 1953
Astrid J. Abrahamson	Cafeteria Helper	July 14, 1953
Harry Lord	Laborer	Jan. 9, 1954
Robert B. Toomey	Firefighter	Apr. 3, 1954
Harry Leary	Laborer	Apr. 9, 1954
Martin J. Armstrong	Working Foreman	Feb. 27, 1954
William Danory	Tree Foreman	May 7, 1954
Wesley H. Murray	Clerk of Committees	May 31, 1954
James R. Findley	Foreman	Sept 17, 1954
Genevieve C. Walden, Ben. of		
Henry C. Walden	Lineman	Oct. 1, 1954
Helen Coye, Ben. of		
Francis L. Coye	Laborer	Dec. 36, 1954
George A. LeFave	Laborer	Apr. 22, 1955
Frank Gilmartin	Laborer	Oct. 31, 1955
Genevieve J. Creeley	Nurse	Dec. 31, 1955
Ruth S. Winship	Asst. Librarian	July 31, 1956
Catherine Velmure, Ben. of		
George Velmure	Laborer	Sept 12, 1956
Annie M. McCormack, Ben. of		
Michael J. McCormack	Laborer	June 30, 1956
Michael J. Murphy	Firefighter	Nov. 30, 1956
Emily E. Sheridan, Ben. of		
Frank J. Sheridan	Laborer	Jan. 27, 1957
Malcolm G. Fillmore	Building Commissioner	June 30, 1957
John Gilmartin	Laborer	Mar. 31, 1958
John Grover	Laborer	June 27, 1958
Baptist Bucci	Laborer	June 30, 1958
Georgia M. Flagg	Secretary	Aug. 29, 1958
Charles Lindberg	Custodian	Jan. 31, 1959
John F. Cogan	Custodian	Jan. 31, 1959
Henry Grubb	Custodian	Jan. 31, 1959
Mary G. Thatcher	Clerk	Apr. 30, 1959
William Ball	Truck Driver	Aug. 31, 1959
S. Homer Buttrick	Treasurer Collector	Aug. 31, 1959
E. Maude Brown	Asst. City Clerk	Sept 30, 1959
Johanna P. M. Versteeg	Health Nurse	Nov. 30, 1959

REPORT OF RETIREMENT BOARD

REPORT OF RETIREMENT BOARD

RETIRED MEMBERS AS OF DECEMBER 31, 1963

Continued

<u>Name</u>	<u>Former Position</u>	<u>Date Retired</u>
A. Van Allen Thomason	City Solicitor	Jan. 31, 1959
John J. Norkeveck	Patrolman	Mar. 8 , 1960
Joseph A. Botto	Patrolman	Mar. 15, 1960
H. Nelson Rolfe	Principal Clerk	June 30, 1960
Henry L. Restall	Assessor	Sept 30, 1960
Herbert Leving	Laborer	Oct. 31, 1960
Peter Concannon	Laborer	Dec. 9 , 1960
Edwin w. Allen	Janitor	Dec. 31, 1960
James J. Fahey	Laborer	Feb. 4 , 1961
John H. Hallahan	Laborer	Apr. 30, 1961
Cora B. Tracy, Ben. of		
Henry L. Trickey	Agent	Feb. 23, 1961
Glen S. Weeks	Superintendent	Apr. 30, 1961
Benjamin Mesnick	Labor	May 6 , 1961
Anne J. Richards	Social Worker	Sept 15, 1961
Elanche E. Nickerson	Secretary	July 31, 1961
Thomas J. Masterson	Laborer	Sept 30, 1961
Norman D. MacDonald	Assessor	Dec. 31, 1960
Francis J. Meehan	Superintendent	Dec. 31, 1961
Mildred Glines	Principal Clerk	Jan. 26, 1962
Robert E. Wilkinson	Custodian	Mar. 2 , 1962
Robert G. Loring	Laborer	Apr. 30, 1962
Hazel M. Lucey, Ben. of		
Daniel P. Lucey	Custodian	Dec. 29, 1961
Mary E. Riley	Cafeteria Manager	June 30, 1962
Ethel R. Huston, Ben. of		
Ralph E. Huston	Lineman	Aug. 28, 1962
Yolanda Spadafora, Ben. of		
Guy J. Spadafora	Firefighter	Aug. 29, 1962
Burton J. Shaughnessy	Garage Foreman	Aug. 31, 1962
Melvin F. Crosby Jr.,	Patrolman	Oct. 31, 1962
Michael D. Murphy	Laborer	Feb. 12, 1963
Edward H. Egan	Lt. Fire Dept.	Nov. 13, 1962
Joseph A. Ramsey	Firefighter	Oct. 9, 1962
Margaret H. Pye, Ben. of		
Enos R. Pye	Chief Clerk	Mar. 25, 1963
Joseph R. Nugent	Firefighter	Jan. 22, 1963
Edward P. McGough	Custodian	June 13, 1963
Cornelius Buckley	Laborer	June 28, 1963
Sarah J. Bunker, Ben. of		
Stanley G. Bunker	Treasurer Collector	Aug. 27, 1963
Robert J. Ostrom	Laborer	Sept 6, 1963
Margaret Turner, Ben. of		
William Turner	Laborer	Sept 6, 1963
Lewis C. Hennigar	Assessor	Nov. 22, 1963

REPORT OF SCHOOL DEPARTMENT

ANNUAL REPORT
of the
SCHOOL DEPARTMENT

CITY OF MELROSE

Year Ending December 31, 1963

REPORT OF SCHOOL DEPARTMENT

Cost per pupil, Average Membership, Fiscal Year 1963

	<u>High</u>	<u>Elementary</u>
General Control	\$17,424.23	\$ 41,800.88
General Control, per pupil	9.36	8.89
Teachers' salaries	814,925.86	1,346,778.33
Teachers' salaries, per pupil	438.13	286.48
Textbooks	13,738.12	16,873.10
Textbooks, per pupil	7.43	3.58
Supplies	35,671.54	46,269.16
Supplies, per pupil	19.17	9.84
Operation of school plant	67,885.28	175,047.81
Operation of school plant, per pupil	36.49	37.23
Maintenance of Bldgs. and Grounds	25,732.56	75,000.96
Maintenance of Bldgs. and Grounds, per pupil	13.83	15.95
New Furniture and Furnishings	2,467.40	10,122.15
New Furniture, Furnishings, per pupil	1.31	2.15
Other Expense	24,714.66	19,729.64
Other Expense, per pupil	13.28	4.19
Tuition - Vocational and Evening	12,870.62	
Summer School	10,884.40	
Transportation	14,145.76	

REPORT OF SCHOOL DEPARTMENT

General Statistics

Population of Melrose, January 1, 1963	31,374
Number of different pupils enrolled, exclusive of re-enrollment, school year 1962 - 1963	6,561
Number in High School	1,860
Number in Elementary School	4,701
Total approved bills 1962 - 1963	\$2,664,676.00
Amount expended for High School, exclusive of General Control, 1962 - 1963	\$ 984,879.00
Cost per pupil, High School, based upon average membership 1962-1963 (1860)	529.55
Amount expended for Elementary Schools, exclusive of General Control, 1962-1963	\$1,679,797.00
Cost per pupil, Elementary, based upon average membership 1962-1963 (4701)	357.32
Amount expended for tuition (vocational schools)	\$ 11,514.15
Number of full-time High School teachers including principal, January 1, 1963	102
Number of full-time elementary school teachers including principals, January 1, 1962	205

REPORT OF SCHOOL DEPARTMENT

Financial Summary - January 1, 1963 - December 31, 1963

	Requested by School Committee	Appropriated by Board of Aldermen	Plus or Minus Transfers, Credits	Net Appropriations	Expenditures	Balances
Salaries	\$2,445,884.00	\$2,445,884.00	+\$ 3,000.00	\$2,448,884.00	\$2,417,330.31	\$31,553.69
Other General Expense	17,845.00	17,345.00		17,345.00	17,338.77	6.23
Textbooks and Supplies	113,710.00	113,710.00		113,710.00	113,622.95	87.05
Plant Maintenance and Operation	229,427.00	229,427.00	+\$ 1,960.00	231,387.00	225,974.79	5,412.21
Support of Athletics	23,992.00	23,992.00	+ 10,000.00	33,992.00	29,384.54	4,407.46
	\$2,830,858.00	\$2,830,358.00	+\$ 14,960.00	\$2,845,318.00	\$2,803,851.36	\$41,466.64
<u>Special Appropriations</u>						
Adult Education	\$ 8,970.00	8,970.00	+ 1,695.00	10,665.00	9,206.84	1,458.16
Out of State Travel	1,350.00	1,350.00		1,350.00	1,133.90	216.10
	\$ 10,320.00	10,320.00	1,695.00	12,015.00	10,340.74	1,674.26
GRAND TOTAL	\$2,841,178.00	\$2,840,678.00	\$ 16,655.00	\$2,857,333.00	\$2,814,192.10	\$43,140.90

REPORT OF SCHOOL DEPARTMENT

School Year	No. of different pupils enrolled in elementary schools exclusive of re-enrollment	No. of different pupils enrolled in High School exclusive of re-enrollment	Average membership in elementary schools	Average membership in High School	Average attendance in elementary schools	Average attendance in High School	No. of graduates from High School	No. of graduates from grammar school
1943-44	2,546	1,249	2,474.18	1,216.49	2,295.41	1,135.55	288	311
1944-45	2,452	1,220	2,391.13	1,193.39	2,230.73	1,125.37	269	296
1945-46	2,532	1,223	2,447.29	1,175.46	2,287.43	1,106.65	261	325
1946-47	2,486	1,237	2,419.63	1,203.70	2,259.02	1,139.01	265	247
1947-48	2,485	1,159	2,419.45	1,133.40	2,265.17	1,070.04	283	257
1948-49	2,543	1,094	2,515.75	1,073.86	2,345.14	1,021.50	280	277
1949-50	2,646	1,051	2,500.00	1,037.06	2,427.84	983.04	260	294
1950-51	3,095	1,090	3,066.54	1,048.97	2,751.07	1,001.24	216	274
1951-52	3,200	1,078	3,093.24	1,047.14	2,824.01	985.65	233	271
1952-53	3,366	1,076	3,262.25	1,057.97	3,013.04	1,002.65	224	286
1953-54	3,517	1,154	3,473.74	1,147.91	3,216.28	1,089.08	263	292
1954-55	3,687	1,167	3,605.13	1,153.31	3,318.55	1,091.41	264	333
1955-56	3,859	1,236	3,765.19	1,208.45	3,518.72	1,152.52	257	352
1956-57	4,022	1,334	3,925.91	1,289.80	3,651.73	1,222.66	256	384
1957-58	4,014	1,475	3,959.19	1,414.03	3,653.56	1,343.34	273	320
1958-59	4,207	1,457	4,137.52	1,424.47	3,858.00	1,344.58	288	398
1959-60	4,360	1,575	4,272.41	1,523.47	3,995.26	1,436.54	337	427
1960-61	4,470	1,613	4,371.81	1,589.97	4,094.06	1,507.41	365	456
1961-62	4,541	1,740	4,471.66	1,719.28	4,205.56	1,633.31	338	435
1962-63	4,701	1,860	4,630.32	1,834.72	4,359.50	1,739.92	374	437

REPORT OF SCHOOL DEPARTMENT

Showing Enrollment, Attendance, etc., for the School Year Ending June 30, 1963

1. By Schools

School	No. of different pupils enrolled exclusive of re-enrollment	No. of		Average Attendance	Average Membership	Percent of Attendance
		Boys	Girls			
High	1860	926	934	1739.92	1834.72	94.83
Beebe	303	161	142	270.86	289.13	93.68
Coolidge	901	432	469	833.57	884.83	94.20
Franklin	202	95	107	189.14	198.08	95.48
Lincoln	679	363	316	629.84	674.50	93.37
Horace Mann	444	217	227	409.27	435.29	94.02
Ripley	200	102	98	191.61	202.56	94.59
Roosevelt	606	303	303	566.72	598.72	94.65
Washington	486	268	218	448.78	477.61	93.96
Whittier	130	58	72	118.39	128.32	92.26
Winthrop	750	344	406	701.32	741.27	94.61
	6561	3269	3292	6099.42	6465.05	94.34

2. By Grades

Grade	No. of		Average Attendance	Average Membership	Percent of Attendance
	Boys	Girls			
Post Graduate	10	4	5.85	6.48	90.23
Senior	376	195	352.93	372.96	94.62
Junior	411	217	378.88	401.42	94.38
Sophomore	528	275	487.34	524.35	94.84
Freshman	535	270	504.92	529.51	95.35
Special	28	10	29.31	30.88	94.91
Eighth	454	230	428.14	450.77	94.97
Seventh	475	241	450.48	472.78	95.28
Sixth	486	239	460.69	480.17	95.94
Fifth	490	241	457.66	478.01	95.74
Fourth	483	251	453.62	475.78	95.34
Third	559	285	527.43	554.02	95.20
Second	548	249	506.51	535.14	94.64
First	527	270	484.68	519.67	93.26
Kindergarten	651	339	560.98	633.11	88.60
	6561	3269	6099.42	6465.05	94.34

REPORT OF SCHOOL DEPARTMENT

Showing Total Enrollment by Ages and Grades as of October 1, 1963

Age	Spec.	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	Total
4 to 5 yrs.		127														127
5 to 6 yrs.		489	89													578
6 to 7 yrs.		14	429	83												526
7 to 8 yrs.	1	1	30	431	70											533
8 to 9 yrs.	3			40	425	84										552
9 to 10 yrs.	2			1	53	394	62	1								513
10 to 11 yrs.	5				4	67	346	67								489
11 to 12 yrs.	4					7	61	331	69	1						473
12 to 13 yrs.	6						4	77	342	64						493
13 to 14 yrs.	5							9	67	356	82					519
14 to 15 yrs.	3								11	40	327	89				470
15 to 16 yrs.	2								2	4	91	339	82			520
16 to 17 yrs.											16	74	357	93		540
17 to 18 yrs.											1	10	54	265	4	334
18 to 19 yrs.											1	4	5	29	6	45
19 to 20 yrs.											1			3	3	7
20 to 21 yrs.														1		1
21 and over														1	1	2
Total	31	631	548	555	552	552	473	485	491	465	519	516	498	392	14	6722

REPORT OF SCHOOL DEPARTMENT

DENTAL REPORT OF HEALTH TEACHERS

School Year 1962-1963

Number of individual inspections	4,022
Number of group dental health classroom talks	134
Number of notifications	1,310
Number of home visits	305
Number of telephone consultations	950
Number of visits to Forsyth	22
Number of children served at Forsyth	136
Number of children served at the Local Dental Clinic	191

A twelve page annual report by the school dental health teachers may be found in the office of the Superintendent of Schools which explains fully the details of the above statistics.

INFORMATION ABOUT SCHOOL BUILDINGS Melrose, Massachusetts

<u>Name</u>	<u>When Built</u>	<u>Valuation</u>
Whittier	1884	\$ 36,880
Warren (Administration)	1892	55,550
Franklin	1896	137,220
Lincoln	1896	365,550
Washington	1896	243,880
Coolidge	1897	609,550
Roosevelt	1924	480,770
Ripley	1924	148,000
Winthrop	1926	403,495
High	1933	1,641,300
Horace Mann	1950	515,057
Beebe	1955	383,200

Respectfully submitted,



Harold T. Rand
Superintendent of Schools

REPORT OF SEALER OF WEIGHTS AND MEASURES
REPORT OF SEALER OF WEIGHTS AND MEASURES

To His Honor, the Mayor
and the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

The report of the Sealer of Weights and Measures for the year 1963
follows:

	Adjusted	Sealed	Condemned
Scales	-	67	1
Gasoline Pumps	-	42	-
Oil Trucks	-	-	-
Bulk Plant Meters	-	-	-
	-	109	1
Trial Weighing and Measures Commodities sold and put up for sale	-	-	-
Inspections: Fiber cartons, fuel meters, food in packages, peddlers' and junk licenses	-	-	-
Equipment: In quantity and value approximately	-	\$225.00	-
Cost of Department Salary	\$982.36	Receipts of Department Sealing Fees	
Other Expenses	236.34	and Licenses	\$75.50

Respectfully submitted,

Ralph E. Laffoley
Ralph E Laffoley
Sealer

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

To His Honor, the Mayor
and the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

Submitted herewith is the annual report of the Department of Veterans' Benefits and Services covering the calendar year of 1963. Massachusetts laws make it mandatory that financial aid be furnished to needy veterans and their dependents in a special way apart from other public aid programs and that there be made available to all veterans and their kin, such advice, information and assistance as may be necessary to enable them to procure the benefits to which they may be entitled relative to employment, vocational or other opportunities, hospitalization, medical care, pensions, compensation, insurance and other benefits and must keep on hand current booklets and other printed matter pertaining to the statutory rights and privileges of war veterans provided by Federal and State laws. This report deals with the services provided and the financial aid disbursed to needy veterans and their dependents.

VETERANS' SERVICES

Photostats made	750
Permanent Recordings - Peacetime	50
Visits to hospitals, homes, nursing homes	197
Veterans Administration claims handled as agent for claimants	104
Liens taken (Accident)	6
Liens pending	6
Liens on Real Estate	1

VETERANS' BENEFITS and BURIAL AID

A record relative to aid eligible veterans and their dependents follows:

Cases held over from 1962	32
New Applications and Re-Applications	45
Hospital Cases	11
Terminated by Death	3
Transfer of Settlement	1
Burial Aid	0
Applications and Re-Applications (need not shown)	8
Temporarily aided and suspended	25
Permanent Cases	23
State Settled	2
Cases carried over to 1964	34

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

Compare expense on the following:

	1963	1962
Ordinary Benefits	\$25,816.40	\$18,073.55
Nursing Homes	3,651.70	4,743.30
Doctor	3,276.49	3,245.50
Medicine	1,994.38	2,196.84
Hospital	4,688.22	4,146.59
Dental	218.00	276.00
Fuel	1,602.50	1,395.00
Miscellaneous	719.14	460.81
	<u>\$41,966.83</u>	<u>\$34,537.59</u>

A Real Estate lien law became effective as of October 22nd, 1958, whereby an applicant of Veterans' Benefits who is a dependent mother or father of a veteran and who has an interest in real estate, of which the fair market value is more than \$1500. shall be eligible under Chapter 115 of the General Laws, provided a lien signed and acknowledged by the Veterans' agent is taken and recorded against said property owned by a dependent mother or father of a veteran, applying for or receiving benefits based on war service of such dependent's son or daughter. It is a condition precedent to the granting of said benefits.

On and after September 9 1962 the provisions of the real estate lien law shall not be applicable if the applicant for or the recipient of Veterans' benefits is the dependent - mother or father of a person who while in the armed forces of the U.S. during wartime was killed in action or died from service-connected disability incurred in wartime service. All liens previously placed on such property prior to the above date shall remain in full force and effect.

Complete files of Melrose Veterans of all wars are maintained in this office and an active file is kept up to date with information received from families of those still in the Armed Forces and from news clippings from the local press.

On Veterans' Burials, the Government allows \$250. toward veterans' burial expenses. The State allows \$150. for veteran and \$250. for a dependent of a veteran. This applies only where the veteran or dependent of a veteran is without sufficient means to defray expense. Reimbursement made to the City of 50% on settled cases and 100% on State settled cases.

Close liaison is maintained with the U.S. Veterans' Administration and the Department of the Army, Navy and Air, the Selective Service Boards, the Department of Labor, other Federal Agencies with which veterans come in contact and the various departments of our state government. Close liaison is also maintained with the United Spanish War Veterans, World War 1 Veterans U.S.A., Veterans of Foreign Wars, American Legion, Disabled American Veterans and other organizations of veterans, The American Gold Star Mothers and like organizations and with all groups having an active interest in the welfare of veterans.

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

This report represents only the tangible work of the Department of Veterans' Benefits and Services. The intangibles are the numerous queries answered in person or by telephone; advice given veterans on questions of loans, on-the-job training, educational benefits, insurance and benefits open to veterans of WW II and the Korean emergency; rehabilitation within families and rebuilding of morale.



Robert J. Mulrenan, Agent and Director
Veterans' Benefits and Services

REPORT OF DEPARTMENT OF VETERANS' BENEFITS AND SERVICES

To His Honor, the Mayor
and the Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

I herewith submit the following report of the Department of Veterans' Benefits and Services for the year ending December 31 1963.

	<u>General Administration</u>	
	<u>Salaries and Wages</u>	
Appropriation		
Budget	\$10,351.77	
Expenditures		
Agent	\$6,329.94	
Clerks	4,017.96	
Balance	3.87	
	<u>\$10,351.77</u>	\$10,351.77

	<u>General Administration</u>	
	<u>Other Expenses</u>	
Appropriation		
Budget	\$ 1,090.00	
Expenditures		
Bills Paid	\$ 1,000.69	
Balance	89.31	
	<u>\$ 1,090.00</u>	\$ 1,090.00

Veterans' Benefits
(One-half of State Approvals to be refunded
to City of Melrose)

Appropriation		
Budget	\$35,000.00	
Additional Order #14508	7,000.00	
Expenditures		
Cash (Treasurer's Payroll)	\$41,966.83	
Balance	33.17	
	<u>\$42,000.00</u>	\$42,000.00

Veterans' Burials
(One-half of State Approvals to be refunded
to City of Melrose)

Appropriation		
Budget	\$ 300.00	
Expenditures		
Bills Paid		
Balance	\$ 300.00	\$ 300.00
	<u>\$ 300.00</u>	\$ 300.00

Robert J. Mulpenan
Robert J. Mulpenan, Agent and Director
Veterans' Benefits and Services

REPORT OF WIRE DEPARTMENT

To His Honor, the Mayor
and the Honorable Board of Aldermen
Melrose 02176 Massachusetts

Gentlemen:

I respectfully submit the Annual Report of the Wire Department for the year 1963.

During the year a total of nineteen hundred and thirty-five wire permits were issued by the department with the following breakdown.

Six hundred and forty-four permits were issued for inspection of new work. On new houses this included a rough inspection, service inspection and a final inspection.
One hundred and thirty permits were issued for oil burners and gas heater installations. This included oil burner replacements as well as new ones.

Three hundred and sixteen permits were also issued to the Massachusetts Electric Company to allow current to be turned on in cases on new house construction, increase of services and break down of services.

On the Fire Alarm System, all fire boxes, of which there are one hundred and eighty-three, including street boxes, school boxes and boxes on or in business establishments, were tested every sixty days for a total of one thousand and ninety eight tests with an additional one hundred and thirty-five tests for special reasons such as being pulled for fire or false alarms.

This year, four new Gamewell non-interfering succession fire alarm boxes have been installed in various sections of the city.

New work that benefits both Fire and Police Systems was done as follows.

Four and one half miles of weatherproof wire was installed on existing cross arms.

Fifteen hundred feet of underground cable was installed to replace defective cable.

One hundred and ninety-five cross arms were renewed due to new pole locations and pole replacements by the Massachusetts Electric Company and the New England Telephone Company. Also cross arms and wire drops to fire and police boxes were renewed due to age condition.

In addition to the new work done the normal maintenance to the systems, such as replacement of police redlights, batteries renewed in police boxes, traffic flood lights renewed, etc., was continued throughout the year.

Respectfully Submitted

Stanley A. Riggs
Stanley A. Riggs
Wire Inspector

REPORT OF WORKMEN'S COMPENSATION AGENT

To His Honor, The Mayor, and the
Honorable Board of Aldermen
City of Melrose, Massachusetts

Gentlemen:

I respectfully submit the Annual Report of the Workmen's Compensation Agent for the year 1963.

During this year the State Legislature has made no revisions or changes in the Workmen's Compensation Act that will have any effect on this department at the present time.

There were a total of 39 cases filed this year which are broken down as follows: on 13 cases there were no expenses at all, on 22 cases there were medical expenses only, and the remaining 4 cases received both medical and compensation expenses (one of these four cases running over a period of 30 weeks)

A break-down of the cases reported by the various departments are as follows:

1 case	-	Wire Department
0 "	-	Police Department
3 cases	-	Cemetery Department
9 "	-	School Department
2 "	-	Park Department
<u>24 "</u>	-	Public Works Department

39 cases Total

FINANCIAL STATEMENT

ADMINISTRATION

Appropriated	\$1009.50
Expended	<u>861.00</u>

Balance \$ 148.50

COMPENSATION

Appropriated	\$11000.00
Expended	<u>6187.06</u>

Balance \$4812.94

Respectfully submitted,

Philip B. Harding
Philip B. Harding

WORKMEN'S COMPENSATION AGENT

